

Abbots Ripton Church of England Primary School

Welcome Pack





Abbots Ripton Church of England Primary School Wennington Road, Abbots Ripton, Cambridgeshire. PE28 2LT Tel: (01487) 773318

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Headteacher: Mrs Claire Matthews Assistant Headteacher: Mrs Julia Wilcock

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Dear Parents,

We are delighted to welcome you to Abbots Ripton CE Primary School. We hope that this pack gives you a flavour of life in our school, our Christian foundation as well as the fundamental aspects of an environment that promotes learning for all.

The choice of school for your child is probably one of the most important decisions that you can make for your child. Your child's primary school years are a life changing experience and therefore it is crucial that they are happy and are given the opportunities to enable them to reach their full potential.

Abbots Ripton is a school which truly values children as individuals. We have high expectations for all children in our care. We aim to provide a safe, happy and stimulating environment for all children and we are committed to providing the best education for them. We want our children to value effort as well as achievement, and to develop self awareness and sensitivity towards others in order to live harmoniously within the school and wider community.

At our school, children come first. There will be many decisions to be made regarding your child's education during his/her years at Abbots Ripton. We believe in developing a positive relationship between home and school and will endeavour to ensure that you are fully involved and informed about your child's progress and development. By working together we can ensure that your child progresses in a happy atmosphere of encouragement, praise and high motivation.

We hope that you find the answers to the many questions you may have in this pack. However, you are more than welcome to contact us if you have any unanswered questions.

We look forward to getting to know you and being able to watch your child flourish and develop at Abbots Ripton CE Primary School.

Yours sincerely,

Mrs Claire Matthews Headteacher

THE VISION, AIMS AND VALUES OF ABBOTS RIPTON CE PRIMARY SCHOOL

As a church school, our Christian Foundation is extremely important to us. It is evident in every aspect of school life, but most importantly in our vision, aims and values.

OUR VISION STATEMENT

Our vision statement has been developed with our school community and the children have played an important part in this development and as such they have a good understanding of our vision and how this vision is rooted in our Christian foundation.

Our vision statement is:

Together, with God's help, we learn for life, achieve our best and grow in faith!

Explanation of our vision

With God's help and supported by our Christian community, we create firm foundations for all. We learn for life through discovery, independence and empowerment, enabling confidence. We achieve our best by nurturing potential, widening horizons and supporting aspirations. We grow in faith by developing and deepening an understanding of Christian values and God's message.

We base this vision on the parable of the mustard seed from Mark 4 imes 30-32 to teach the children about the power of small acts; that even the smallest of actions can make a big difference. They understand that they form a small part of their class, their school, their community, the UK and the wider world but their actions can permeate this.

OUR AIMS

Abbots Ripton Primary School community is based on the values of a Christian family. We work hard to achieve a high quality of care through our Christian foundation, developing values, self-esteem and character to enable everyone to be happy and reach their full potential.

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We aim:

- To provide an education which places importance on the development of the whole child, academically, intellectually, physically, spiritually, emotionally and socially.
- To provide an environment where each child is encouraged to develop to the full extent of their ability; where each person is valued and is made aware that they have the potential to make a positive contribution to the school.
- To encourage children to feel part of the local and wider community and contribute to the life of it, including through our close links with St. Andrew's Church.

Abbots Ripton Primary School promotes high achievement and learning for life by working with children to:

- Develop enquiring minds and a spirit of curiosity
- Become highly motivated life-long learners
- Be flexible and adaptable for the modern world
- Have high self-esteem respecting themselves, others and the environment
- Be able to work independently and collaboratively
- Achieve high standards in all areas of the curriculum
- Gain advanced technological skills
- Seek to extend themselves in mind, body and spirit

We believe that each child will succeed through experiencing quality in:

- A broad and challenging curriculum
- An enriching programme of extracurricular activities and visits
- A stimulating learning environment
- A rich, varied and up to date range of learning resources
- Innovative teaching and an investigative approach to learning
- An ethos of support, challenge and encouragement to succeed
- Learning partnerships between school, home and the community

We demonstrate our commitment to working as a learning community by:

- Striving for continuous improvement in all that we do
- Working collaboratively towards common goals

To help us achieve our aims, within our philosophy of partnership, we ask parents to:

- Be supportive of the vision and aims of our school, our philosophy and practice
- Contact us if they have any queries, concerns or any issues they wish to discuss
- Attend our parents' evenings and other occasions to discuss their child's progress
- Ensure their child is punctual and attends school regularly
- Keep us fully informed of any changes in circumstances so that we can be responsive to their child's needs
- Attend our events in school, e.g. curriculum workshops, open sessions, harvest festival, special collective worships and fundraising events
- Encourage and support their child's learning in school and through our home learning programme and other activities we may ask them to do at home
- Ensure their child takes care of school property

OUR VALUES

Each half term we focus on a different Christian Value. During our daily Collective Worship, we reflect on the theological links as well as how we might reflect this value in our school, in our homes and in our communities. We share these values with you each half term in our newsletter.

Our values are:

- •Love/Agape
- Respect
- Peace
- Hope
- Faithfulness
- Perseverance
- Compassion
- Thankfulness
- Courage
- Forgiveness
- Generosity/Service
- Justice
- Trust
- Truthfulness

CLASSROOM ORGANISATION

We have four classes and the organisation of the pupil's changes depending upon the number of pupils in each year group. The structure of the classes will usually involve vertical grouping with pupils of more than one year group in each class. A variety of teaching styles are used, with pupils being taught in whole class situations as well as in ability and mixed ability groups. Throughout the school we place an emphasis on children developing responsibility and

independence, learning to work in a variety of situations with a variety of others, and developing co-operation and collaboration skills.

Early Years Foundation Stage (EYFS) is known as Reception. Years 1 and 2 are known as Key Stage 1 (KS1) and Years 3,4,5 and 6 are known as Key Stage 2 (KS2). We have named our classes after famous artists and your child will have the opportunity to learn about these artists as they move through the school. Your child will be in the Van Gogh class this year with just Reception children.

OUR STAFF

The school enjoys the support of a happy, dedicated and hardworking staff team.

The Staff	
Mrs Claire Matthews	Head Teacher
Mrs Julia Wilcock	Assistant Headteacher and Class Teacher
Mrs Mallory Grover	Class teacher
Mrs Melissa Hawthorne	Class teacher
Mrs Sarah Jackson	Class teacher
Mrs Charlotte MacLeod	Class teacher and SENDCo
Mrs Kate Oakins	Class teacher
Mrs Keldy Whales	Class teacher
Mrs Sarah Gibbons	Teaching Assistant
Mrs Vicky McCabe	Teaching Assistant
Mrs Kerry Mead	Teaching Assistant
Mrs Claire Murray	Teaching Assistant and school receptionist
Mrs Sarah Richardson	Teaching Assistant
Mrs Claire Crossan	Teaching Assistant
Mrs Linda Nixon	Office Manager
Mrs Jo Brown	Cook
Mrs Mandy Cooper	Cleaner and Kitchen Assistant

Your child's class teacher will be Mrs Wilcock and she will be supported by Mrs Murray and Mrs Mead.

STARTING SCHOOL

Starting school is an important and exciting time for your child. We work hard to make sure that it is a happy and successful experience.

We work closely with you and the local pre-schools to ensure that the first day of school is an enjoyable experience for all. Before your child starts, we will make contact with your child's pre-school (if they attended one) to discuss your child. We need your permission to do this and this forms part of our admissions form. In addition, your child will be invited to our school for 3 pre-visits. During these short visits, your child will meet their teacher and teaching assistants and we will introduce them to the classroom, cloakroom and outside play area.







- Friday 6th September 30 minute drop in session to stay and play with your child in the classroom. This will be in small groups of 3 or 4 children. You will be able to sign up for a time. (9am 9.30am, 9.45am 10.15am, 11am 11:30am, 1.15pm 1.45pm or 2pm 2.30pm. We ask that you bring all of your child's belongings which will be left in school e.g. their bag with a change of clothes, waterproofs and wellies etc. to this session.
- Monday 9th September and Tuesday 10th September half of the children will come in 9:30am until 11:30am and half will come in 1pm until 3pm. Please see your pack for when your child is invited.
- Wednesday 11th All children in 8:50am until 12.30pm
- Thursday 12th September All in full time.

From Thursday 12th September – All children in full time unless there is a need to stagger further. We do try to be flexible and if you feel your child is not ready, we are happy to discuss alternative arrangements with you.

BEING READY TO START SCHOOL

We encourage our Reception children to be as independent as possible, as this builds their confidence and makes their daily school routines easier. We thought you might find it useful to be given a list of some key skills which will help your child to make the most of the opportunities in the Reception class. Some children will already be competent in these basic skills, but all children will benefit from regularly practising them:

- Putting on and taking off a coat (including doing up and undoing the zip/buttons)
- Putting on and taking off a jumper
- Putting on and taking off shoes and trainers
- Tidying away games and toys after use
- Waiting for and taking turns in a game
- Going to the toilet independently
- Following simple two step instructions (e.g. please put on your coat and collect your book bag)
- Using cutlery and eating independently
- Sitting quietly with an adult to enjoy a story (either told or from a book)
- Recognising their first name when it is written for them
- Knowing some traditional nursery rhymes by heart for example Humpty Dumpty and Twinkle Twinkle Little Star
- Being able to retell the basic story from a traditional tale for example Goldilocks and the 3 bears and The 3 Little Pigs

The Pacey website, <u>Spotlight on starting school</u>, is full of ideas and activities to support a child starting school and would be a useful site for parents and carers to look at.

We ask that all parents sign up for the <u>White Rose 1 minute Maths App</u> too – this is a 1 minute a day consolidation of the maths learning that we do in school and will be a great resource for you to use with your child.

It is also really helpful if parents are familiar with our phonics scheme, 'Little Wandle Letters and Sounds' and their parent resources can be found <u>here</u>. The section on <u>nursery rhymes</u> is brilliant for pre-school children and we would love to hear your child singing lots of these! We also have some great resources on our <u>website</u> too.

BUDDY SYSTEM

At Abbots Ripton CE Primary School we are very proud of the friendships that children form across age groups and classes. One way we actively encourage this is through our Reception 'Buddy' scheme. We give each Reception child a 'buddy' who is in Year 6 to help them to settle into the school. They often sit with them at lunch to start with and generally help them during break and lunchtimes. Please see information in your pack for who your child's buddy will be.

READING

Your child will need a school book bag for their sharing/reading book and reading diary for the early years of school. These are available from our uniform suppliers School Trends www.schooltrends.co.uk or Your School Uniform at www.yourschooluniform.com. We ask that you check your child's book bag daily, as all paper communications from school will be sent home in this bag too.

Supporting your child with reading

Although your child will be taught to read at school, you can have a huge impact on their reading journey by continuing their practice at home.

There are two types of reading book that your child brings home:

A reading practice book - This is an e-book which is at the correct phonic stage for your child. They should be able to read this fluently and independently.

A sharing book - Your child will not be able to read this on their own. This book is for you to read and enjoy together.

Reading practice e-book

This is an online 'library' which contains books which your child has already seen in school 3 times. This may not contain words initially and when it does, this book will be carefully aligned to the sounds that your child has learned in school. We will invite you to a phonic workshop early next term to share further details of this with you.

Sharing book

In order to encourage your child to become a lifelong reader, it is important that they learn to read for pleasure. The sharing book is a book they have chosen for you to enjoy together. We hope that you will enjoy reading and discussing this book with your child as an important part of their reading development.

They will also be given a reading diary and this will be used to log the books they have shared with you. Please write any comments you have in the diary and sign it when you have read together and/or heard your child read their e-book each day. We do check the reading diary daily and you are welcome to write messages for your child's class teacher in it – the class teacher may also include messages for you occasionally.

OUR SCHOOL DAY

Below, we have outlined our 'normal' routines for the school day. Our school day starts at 8.50am and finishes at 3.20pm. To enable your child to start the day positively, it is important that they arrive promptly.

Morning

Pupils are welcome to arrive at any time between 8.30am (if dry) or 8.40am (if wet) and 8:50am and from this time there will be a member of staff on duty on the field as this is the main entrance onto our school site for children arriving by car. If children arrive at 8.30am, they take part in the daily mile walk around the main path until 8.40am when they go straight into their

classroom. We ask parents of Reception aged children to supervise their children during this morning mile.

Children who arrive on foot may use the pedestrian gate at the front of the school and from here they go to their classroom entrances.

Parents are encouraged to say goodbye at the school gate but the parents of Reception children may walk their child to their classroom door. However, we would encourage you to allow them to do this independently when they feel able to. Any children arriving after 8.50am will need to enter via the school office. We do monitor lateness and any children arriving after 9.00am will be recorded as an absence as the registers close at this time.

Break Time (10.30am - 10.45am)

We encourage children at Abbots Ripton CE Primary School to learn the foundations of a healthy diet from an early age. Children in Reception and KS1 receive a fruit or vegetable snack for their break time provided by the Government's Free Fruit and Vegetable scheme.





We offer a milk scheme called Cool Milk where you can purchase daily milk for your children through their online scheme. You have received information from the school office with more details in your starting pack. More details can be found here. All children can be registered for free milk until their 5th birthday. After this time, you will need to re-register and pay

for the milk if you would like your child to continue to receive this. Please note the only milk available through this scheme is cow's milk.



Lunch (12.00pm - 1.00pm)

Amen.

Each class goes into the Dining Hall for lunch. We join together in grace each day:

Bless, The food before us, The people beside us, And the love between us

The children tidy up their playground toys from 12.55pm and line up ready for the afternoon at 1.00pm.

We encourage all children to have a school meal at lunchtime as these offer a balanced, nutritious meal each day. They are cooked fresh on-site in our kitchen by our amazing cook and all children have a choice of main meals and dessert options including cheese and biscuits and fruit. School lunches are an important 'social' part of our school day and this is an area where appropriate mealtime behaviour is encouraged and emphasised.

Menus are sent home each term and they are also available on our school website. All children in Reception and KS1 are entitled to a **free school meal each day** so our expectation is that as many children as possible will eat a hot meal. You will be sent a google form which will allow you to choose the meal which you would like your child to be served each day. These meals are then set until we issue a new menu later in the year. We are able to cater for all food allergies/intolerance (if supported by a letter/information from a doctor or dietician) and a vegetarian option is available each day.



If your child needs to bring a packed lunch, we ask that you ensure that this is a balanced, nutritious meal for your child. All food brought into school must be in a suitable container, with relevant cutlery. Children should not bring in fizzy drinks, cans, glass bottles or sweets.

In the interests of minimising risks to pupils and staff with nut allergies, we ask that

you do not send your child into school with any nut-based foods. We thank you for your understanding and co-operation.

Afternoon

The school day finishes at 3.20pm. Please wait on the netball court line (you will be shown which one!) for your child. The children will be brought to you and dismissed from this area.

Anyone from your contact list can collect your child from school however please let the school office know if children are going home with a friend. If there is a late change in plan please also phone the school office to let us know. KS2 children may walk home but we must have written permission from their parents before we will allow them to do this.

PRAYER AT OUR SCHOOL

Children will pray in school several times each day. We start our day with a prayer linked to our vision:

Dear God,

Please help us together, to learn for life, achieve our best and grow in faith.

In Jesus's name.

Amen

We also have a whole school prayer which we say collectively during Collective Worship:

Dear Lord,

All together we are Abbots Ripton School

Bless each one of us this day.

Bring joy to our lives.

Open our hearts to peace

Together we pray to you our Father

Stand by us as we grow.

May we:

Reflect your goodness

In all that we do.

Protect the world around us and

Take care of your creation.

Our family and friends we trust to your care

Now and forever we say AMEN.

During their time at our school, your children will also learn the Lord's Prayer:

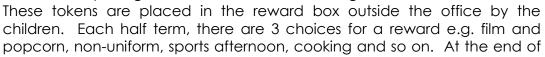
Our Father, who art in heaven, hallowed be thy name; thy kingdom come; thy will be done on earth as it is in heaven. Give us this day our daily bread; and forgive us our trespasses as we forgive those who trespass against us; and lead us not into temptation, but deliver us from evil. Amen.

REWARDS AND SANCTIONS

Pupils are rewarded for their successes whether this is related to their academic success, social skills or behaviour. We strive to reward each individual's achievements, developing self-esteem and feelings of worth.

Whole school reward tokens

Tokens are a reward given to children for their work, effort or attitude which exceeds normal expectations. For example if a work target has been set and the child exceeds this, or if a child shows great determination and effort in completing a task, then a token can be given.





each half term, the office counts the tokens and the winning reward is given to the whole school at a time agreed by all staff.

What certificates/awards do the children receive?

The children have the chance to receive different awards, all of which are awarded in our Celebration Assembly which is held every Friday:

- The Leading Learner is presented to two children each week by the class teacher for something that they have achieved that they should be particularly proud of.
- Each class teacher will also choose a child to receive the Headteacher's Award each week and this is focussed on one or more of the 5Rs of effective learning
 - Readiness
 - Resilience
 - Resourcefulness
 - Reflectiveness
 - Remembering
- We also give a TTRockstars certificate to the child in each class who has earned the most points on our online times table platform TTRockstars (Years 1 to 6).

OUR POSITIVE BEHAVIOUR CODE

At school, we expect all pupils to follow the school code that consists of three words: **Ready**, **Respectful** and **Safe**. All of our expectations for positive behaviour fall into this code. Some examples below have been suggested by the children themselves:

READY	RESPECTFUL	SAFE
To learn	Of each other	In the way we move
To listen	Of other's views	around school
To share	Of other's needs	In the way we play in the
To try our best	Of belongings	playground
To include others	Of school equipment	In the way we behave
To be kind	Of our environment	towards ourselves and
	In the way we speak to	others
	others	In the choices we make

There are staged consequences which we call 'steps' and these are used when pupils are not following the code:

- 1. An adult will talk to you.
- 2. An adult will talk to you again.
- 3. You will be moved within the classroom/dining room/playground away from other children and you miss 5 minutes of your own time e.g. at the start of break or at lunchtime.

Missing 5 minutes of free time such as during break or lunchtime will happen as soon as possible after this consequence has been given and the time will be spent being supervised by the

adult who has issued the consequence. This time is seen as an opportunity to talk with the pupil about their behaviour and give them an opportunity to reflect on how they could have behaved differently.

As a Church school, we expect that pupils will show remorse and apologise for their behaviour if necessary. Every opportunity will be given to make amends and help pupils to understand their mistakes. We also expect others to show forgiveness when an apology has been offered. We often refer to a 'fresh start' with our pupils so that they can be helped to understand that they have been 'forgiven'.

GENERAL INFORMATION

COMMUNICATION

We operate an electronic communication system. This enables us to send school communications to your email address. We publish a fortnightly newsletter which includes a lot of important information and an updated school diary. Your child relies on you reading your newsletter and other letters in order that they do not miss information; no child enjoys arriving at school in their uniform, only to discover that it is a non-uniform day!! So please ensure you read your newsletter!! In addition, our school website is full of information and is regularly updated with photos of the pupils' activities. Our website address is: www.abbotsripton.cambs.sch.uk

GENERAL DATA PROTECTION REGULATIONS

You will be asked to complete consent forms when your child first starts school, giving your permission for your child to participate in local trips around the village, food tasting, use of the internet, etc. You will also be asked to complete a photo and video permissions form. Please keep us up to date with your contact details, in case we need to get in touch with you in an emergency.

WATER BOTTLES

We ask that all children bring a named bottle into school which we will keep at school. It will be washed daily and refilled with fresh water.



MEDICATION

Please ensure that school is advised of any medical conditions that affect your child. Medication will only be accepted in school if it is in the original container and is clearly labelled with the child's name. Parents/carers must complete a "Parental Agreement for Administration of Medication" form which is available from the office. Each item of medication must be delivered and collected by an adult from the school office.

Under no circumstances should pupils be sent to school with medication. This includes over-the-counter remedies, e.g. throat lozenges, junior paracetamol, mouth ulcer gel, cough sweets etc.

ILLNESS

If your child is unable to attend school due to illness, please inform the school before the start of the school day and on each subsequent day of absence. A full guide from the Department of Health showing recommended times for children to be away from school when suffering from childhood diseases is displayed in the school office. Obviously, parents and doctors will assess each case on its merits when judging the appropriate length of absence, but the following table is a basic summary of the Local Authority guidance:

Condition	Recommended Absence
Chicken Pox	Until spots are crusted or healed
Impetigo	Until lesions are crusted or healed

Measles	5 days
Scarlett Fever	5 days
Sickness/diarrhoea	48 hours after symptoms stop
Conjunctivitis	None
Headlice	None
Mumps	5 days
Tonsillitis	None

BEFORE SCHOOL CLUB

Each morning, children may arrive from 8am and take part in a variety of activities in our hall – this is known as our Rise and Shine club! This club is run by the school and invoicing and payment details are sent termly. Sessions may be booked as a regular session or on an ad hoc basis. For booking information, please contact the school office.

AFTER SCHOOL CLUBS AND LUNCH TIME CLUBS

We offer a selection of activities for the children to enjoy. Recently the clubs have included Multi Skill, Singing, Athletics and Lego club.

The clubs are offered on a termly basis, although we don't offer school clubs to our Reception children.

AFTER SCHOOL PROVISION - ANCHOR DAY NURSERY

The Anchor Day Nursery in Kings Ripton run a separate after school club for our children called The Admiral's Lounge. Children are collected from our school by minibus at 3:20pm and are collected by parents from the club any time up to 6:30pm. This can be booked directly by emailing info@goldenapples.co.uk For further information please see their website here.

HELPING IN SCHOOL

We would love to hear from you if you would be interested in coming into school to help, whether that is to help out with cooking, craft projects, reading, music or anything else you may be interested in or have a talent for. We do often need help for our weekly trips to the Wild Wood! We do need to ensure that all regular helpers have a Disclosure & Barring Service (DBS) check before they can work with the children, but we can arrange this for you. Please ask in the school office for more information.

PARKING

We recognise that our car park is crowded at the beginning and end of the school day. It is therefore essential that parents drive with extreme care at all times in order to keep our children safe. We ask that parents keep their children with them at all times in this area. Please also park as close to other cars as possible to ensure that as many cars as possible can use the space available. Children should not be dropped off or collected from Wennington Road as this causes dangerous traffic congestion. **Parking at the front of the school is not permitted** at any time and is restricted to the use of buses, taxis and emergency vehicles only.

SCHOOL TRANSPORT

Some children may be entitled to free school transport, including all those who live within our catchment area but are 2 miles from our school.

To check your child's eligibility and to request transport please visit the school transport website.

MOBILE PHONES AND HAND HELD ELECTRONIC DEVICES

Please be aware that children should **not** bring mobile phones or any hand held electronic games devices to school. This includes wearing watches which access the internet.

DOGS ON OUR PREMISES

Most of us love dogs but for health and safety reasons they are not allowed on school premises unless they are guide/support dogs. If walking your dog to school, please do not tie them to

school railings but stay with them outside the gates. Some children are easily frightened by dogs and can be fearful of passing, especially if the dog is barking or there are several. Thank you for your understanding.

SECURITY IN SCHOOL

Our site is secured with magnetic lock gates which are on a timer. If you need to access the school site outside of our drop off and pick up times, please press the button on the intercom on the main gate at the front of the school. Once you enter, we ask that ALL visitors report to the school office so that we can keep a record of who is on site. All visitors will be asked to complete the visitor's book and will be issued with a badge to wear. If you see anyone who is unknown to you then please approach them and ask them to report to the office. It is important for us to work together to make our school as safe as possible.

STARS

The Parent Teacher Association (PTA) known as STARS (Support Team for Abbots Ripton School) is run by a committee of hard working parents and teachers and fundraising is the largest part of their role. A lot of their funds go towards enhancing the provision which school provides as well as funding and organising children's events, e.g. cinema nights. The PTA has recently bought some outdoor equipment for the children to use during lunch time and iPads for use in the classroom.

There is always room for new members on the committee at any time. You don't have to give an enormous amount of time as a PTA member – you could become a PTA helper. We are always looking for parents to do odd jobs for us, e.g. wrapping lucky dip prizes or helping to set up or clear away at the end of our events!!

More information will follow in September about how you can sign up to the STARS team including their Facebook page so you can keep in touch with all the events happening and how you can get involved.

How to contact the school

Tel: 01487 773318

Email: office@abbotsripton.cambs.sch.uk