

RIDGEWAY
SECONDARY SCHOOL

STUDENT AND FAMILIES HANDBOOK



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HEADTEACHER'S WELCOME



Welcome to Ridgeway Secondary School

As the proud Headteacher of our wonderful school, it is my pleasure to welcome you to our school as the class of 2029. We are a small school with a big heart, and we believe that our close-knit community creates a special place to be.

At Ridgeway, we strive to create an environment where everyone feels valued and respected. We are proud to be a place where people want to work, students want to study, and our partners want to collaborate with. Our friendly community is built on mutual respect and support.

Our school ethos is Ridgeway 360°, which focuses on developing the whole person. We believe in nurturing our students' academic, social, physical and mental growth and are committed to Ridgeway 360° for all our students and staff. Ridgeway 360° is at the heart of what it means to be at our school and underpins everything we do. Our highest standards and expectations help our students to achieve their full potential in all areas of their lives and equip them to meet the challenges of the next steps they take.

One of the things that we are particularly proud of at Ridgeway is the excellent behaviour and manners displayed by our students. Our students are polite, respectful, and well-behaved, creating a positive and harmonious atmosphere for everyone.

We are dedicated to providing the very best opportunities and experiences for our students both inside and outside the classroom. Our committed staff work tirelessly to deliver a broad, varied, and exciting curriculum that challenges and inspires our students to be the best they can be. Through everyday excellence, we encourage all our students and staff to strive for their personal best.

We are a school with big ambitions and a big future. This is an exciting time to be at Ridgeway, a time of change, where the rapid improvements we have made our becoming embedded. We are all working tirelessly to be the very best that we can be, becoming a great, small secondary school where students develop into fully rounded people and achieve excellent results.

I invite you to explore our website and discover more about the amazing things happening at Ridgeway. If you have any questions or would like further information, please do not hesitate to get in touch. We look forward to welcoming you to our school community.

Mr M Ball
Headteacher

OUR SENIOR LEADERSHIP TEAM

Mr M Ball - Headteacher



Key responsibilities at Ridgeway Secondary School include:

- To ensure that the ethos and vision for the school is shared within the school community and are achieved and maintained through developing the whole person (Ridgeway 360°).
- To identify clear priorities for school improvement and ensure that strategic planning, monitoring and evaluation is in place.
- To have oversight of school policies and procedures approved by the MAT and governing body.
- To have oversight of the school budget.
- The recruitment and retention of staff, their management, deployment & remuneration, well-being and workload.
- Student Admissions and appeals.

Mr J Worton - Deputy Head



Key responsibilities at Ridgeway Secondary School include:

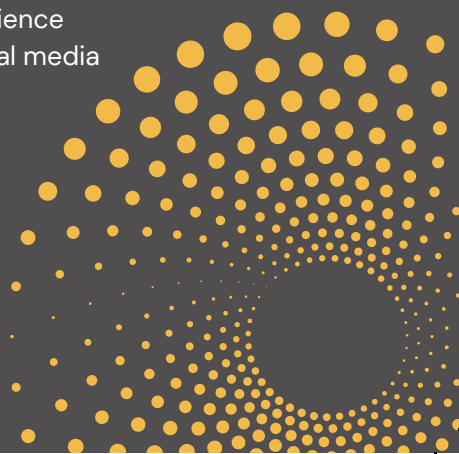
- To ensure safeguarding systems are robust and effective
- To maintain, analyse and implement effective behaviour for learning strategies
- To ensure students attend school well
- To oversee Special Educational Needs and Disabilities
- To oversee and Quality Assure the Personal Development offer including the house system and Ridgeway promise
- To oversee the pastoral team in school and ensure they offer timely and effective support
- Line management of Humanities and the Pastoral Team
- Leads across the multi academy trust on safeguarding and attendance.

Ms A Page - Deputy Head



Key responsibilities at Ridgeway Secondary School include:

- To ensure students receive a high-quality education at Ridgeway Secondary School
- To maintain a rigorous appraisal system that supports staff development and holds them accountable
- The Continued Professional Development of staff
- Teaching and Learning
- Line management of MFL, PE and Creative, Technology and Science
- Marketing and social media
- School calendar



Mr A Vernon - Assistant Head



Key responsibilities at Ridgeway Secondary School include:

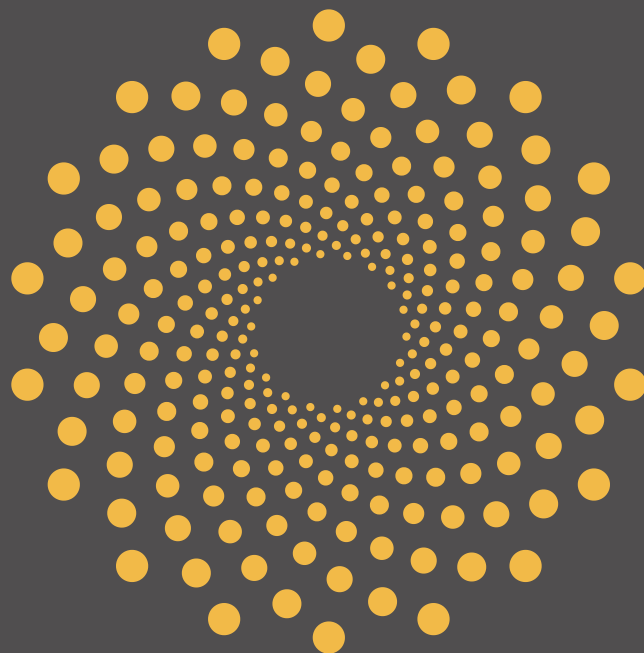
- The attainment and analysis of data
- Assessment systems and reporting
- Timetabling
- Responsibility for Science
- Line management of exams
- Duties

Miss J Powell - Assistant Head



Key responsibilities at Ridgeway Secondary School include:

- Line management of the English team and intervention leads/ Learning Resource Centre.
- Pupil Premium Lead
- Reading and whole-school literacy
- The House System
- Line management of Careers & destination data
- Student Leadership



SUPPORTING YOU AND YOUR CHILD

At our small yet ambitious secondary school, we understand the pivotal role that comprehensive pastoral and academic support plays in fostering a nurturing environment for our students and their families. Recognising that education extends beyond the classroom, we have developed a robust support package aimed at addressing the diverse needs of our students and creating a collaborative partnership with their families.

Our commitment to academic excellence is underpinned by a multifaceted approach to pastoral care. We believe that a supportive and inclusive environment is crucial for students to thrive both academically and personally. To achieve this, we offer a wide range of opportunities for students to engage in extracurricular activities, ensuring that their interests and talents are nurtured beyond the standard curriculum.

One cornerstone of our support system is the series of parental workshops we organise regularly. These workshops serve as a platform for open communication between parents, teachers, and administrators. Topics covered include effective communication with teenagers, study habits, and navigating the challenges of adolescence. By fostering a strong partnership with parents, we aim to create a cohesive support network that extends beyond the school gates.

Early help is another integral component of our support package. Recognising that some students may face challenges that require immediate attention, we provide targeted interventions to address issues before they escalate. This proactive approach ensures that students receive the support they need promptly, allowing them to overcome obstacles and continue on their academic journey with confidence.

Furthermore, our commitment to a holistic education is reflected in the diverse range of opportunities we offer. From leadership programs to community service initiatives, students have the chance to explore their interests and develop essential life skills that go beyond the academic realm.

In conclusion, our small, ambitious, and nurturing secondary school goes above and beyond to support both students and their families. Through a comprehensive pastoral and academic support package, including parental workshops, early help, and a wide range of opportunities, we strive to create an environment where every student can flourish and reach their full potential.

ENSURING A SMOOTH TRANSITION

We understand that the transition to secondary school is a significant milestone for both you and your child. At Ridgeway Secondary School, we prioritise the seamless integration of our new students, ensuring that each child feels supported, welcomed, and part of the Ridgeway Family from the very beginning.

Our comprehensive transition programme is designed to ease the anxieties of both parents and students alike. Key conversations with staff from both the primary and secondary schools are a fundamental aspect of this initiative. This ensures that important information is shared, concerns are addressed, and a clear understanding of each child's needs is established, creating a foundation for a successful transition.

To further acclimate our new students, we organise three key dates where they visit the school before the academic year begins. These visits allow them to familiarise themselves with the surroundings, meet their future teachers and classmates, and gain a sense of comfort within the school environment. These intentional steps foster a smooth transition and help students build a sense of belonging.

For students with additional needs, we provide extra transition support, tailored to their unique requirements. Our dedicated team works closely with both parents and external specialists to create personalised plans, ensuring that every student, regardless of their challenges, has the resources and support necessary to thrive at Ridgeway Secondary School.

Rest assured, our commitment to your child's well-being and successful integration is unwavering. We look forward to welcoming your child into the Ridgeway Family, where they will find not just an academic institution, but a supportive community invested in their growth and development.

Next Steps:

Dates to remember:

- 1) **3rd July SEND and Additional Needs Transition Day**
- 2) **10th and 11th July – School Transition Days**
- 3) **11th July 6–7pm Parental Welcome**



WORKING IN PARTNERSHIP

At Ridgeway Secondary School, we believe in the power of collaboration among parents, students, and the school community to achieve common goals. Our commitment to fostering a supportive and harmonious environment is reflected in the emphasis we place on close cooperation between these integral stakeholders.

A cornerstone of our approach is the strong focus on maintaining an open channel for communication through our dedicated pastoral support system. We understand that a child's well-being and academic success are deeply interconnected, and therefore, we encourage parents and students to engage with our pastoral support team regularly. This ensures that any concerns or challenges are promptly addressed, creating a sense of reassurance and a collaborative atmosphere.

In addition to our general pastoral support, Ridgeway Secondary School boasts specialised teams dedicated to specific areas of focus. Our SEND (Special Educational Needs and Disabilities), attendance, and safeguarding teams work tirelessly to provide targeted assistance where needed. The SEND team tailors support for students with diverse needs, ensuring they have access to the resources and accommodations necessary for their success. The attendance team monitors and addresses attendance concerns promptly, recognising its impact on overall academic progress. Our safeguarding team is committed to creating a safe and secure environment for all students, proactively addressing any issues that may arise.

By integrating these dedicated teams and maintaining an open line of communication, we create a holistic support system where parents, students, and the school collaborate seamlessly to achieve common goals, ensuring the well-being and success of each student at Ridgeway Secondary School.

SEND	Safeguarding	Attendance
Mr J Worton	Mr J Worton	Mr J Worton
Mrs S Trevethick	Mrs L Dare	Mrs C Gibbs
Mrs M McNamee	Mrs M McNamee	Mrs T Dodd

GETTING TO KNOW YOU AND YOUR CHILD

In the first half term of secondary school at Ridgeway Secondary School, we place a significant emphasis on building a strong partnership between parents, students, and the school community. We recognise the pivotal role parents play in their child's academic journey, and to foster open communication and collaboration, we invite all parents to meet their child's form tutor.

This initial meeting provides a valuable opportunity for parents to discuss any successes, address initial queries, and establish a positive and supportive relationship with the form tutor. By engaging in constructive conversations early on, we aim to create an environment where parents feel informed, involved, and confident in their child's transition to secondary school.

Furthermore, to ensure parents remain well-informed about their child's academic progress, we host a dedicated learning-focused evening during the summer term. This evening is designed to provide parents with insights into their child's achievements, areas of growth, and future academic goals. The event serves as a platform for meaningful discussions about the student's learning journey, allowing parents to actively participate in their child's educational experience.

By inviting parents to these tailored sessions, we reinforce the importance of a collaborative partnership between home and school. This proactive approach not only enhances communication but also contributes to a positive and supportive learning environment for every student at Ridgeway Secondary School.

Apprenticeship

ATTENDANCE

Ridgeway Secondary School takes immense pride in maintaining the best attendance figures locally ranking in the top 10% nationally among secondary schools. Our commitment to fostering a culture of regular attendance stems from a holistic understanding of its profound impact on academic achievement and overall student well-being.

Central to our success is the constant interaction with students, emphasising the positive impacts of regular school attendance. We believe in instilling a sense of responsibility and ownership in students, helping them recognise the direct correlation between attendance and academic success. Through regular communication and engaging programs, we highlight the importance of being present in the learning environment to maximise educational opportunities.

Recognising that each family may face unique circumstances, Ridgeway Secondary School is dedicated to providing additional support to those in need. We understand that various factors can contribute to attendance challenges, and our approach is to work collaboratively with families to address these issues. Our support extends beyond mere encouragement, involving targeted interventions and assistance tailored to individual circumstances.

By establishing a supportive framework, including timely communication, personalised support, and an awareness of the challenges families may encounter, we create an environment where students are motivated to attend school regularly.



This commitment not only contributes to our exceptional attendance figures but also ensures that every student has the opportunity to fully benefit from their educational experience at Ridgeway Secondary School.

There is a proven link to attendance and exam success. If a student misses 17 days per year they are likely to drop one grade on every GCSE subject that they take.

- Attendance of 95% or more = 74% of students are likely to get 5 or more level 4 to 9 GCSEs.
- Attendance of 92.5 to 93.5% = 60% of students are likely to get 5 or more level 4 to 9 GCSEs.
- Attendance of 88% or lower = only 27% of students are likely to get 5 or more level 4 to 9 GCSEs.

For more detailed information regarding attendance, please refer to the School's Attendance Policy.

At Ridgeway Secondary School we have the highest expectations for attendance. The Education Act 1996 requires regular attendance for all students on our roll. This is essential if they are to succeed and fulfil their potential.

It is the legal responsibility of parents/carers to ensure their children attend the school where they are on roll.

96% TARGET

WHAT IS YOUR ABSENCE COSTING YOU?

1 DAY A WEEK

ABSENCE EQUALS ALMOST **2.5 YEARS** OF LOST EDUCATION DURING YOUR ENTIRE SCHOOL CAREER.





10 DAYS HOLIDAY

EACH YEAR EQUALS **2 WHOLE TERMS** LOST OVER YOUR SCHOOL CAREER.

15 MINUTES LATE EVERYDAY

EQUALS ALMOST **100 DAYS** OF EDUCATION LOST OVER YOUR SCHOOL CAREER.





HALF A DAY A WEEK

MISSED DURING YOUR GCSE YEARS COULD MEAN **A WHOLE GRADE** LOST FOR EACH GCSE TAKEN.

FULL ATTENDANCE

LEADS TO THE BEST OUTCOMES

GIVE YOURSELF THE BEST CHANCE, MAKE SURE YOU ARE IN SCHOOL EVERYDAY!



THERE ARE 190 SCHOOL DAYS A YEAR, LEAVING 175 DAYS FOR TRIPS, TREATS, HOLIDAYS, AND NON-URGENT APPOINTMENTS.



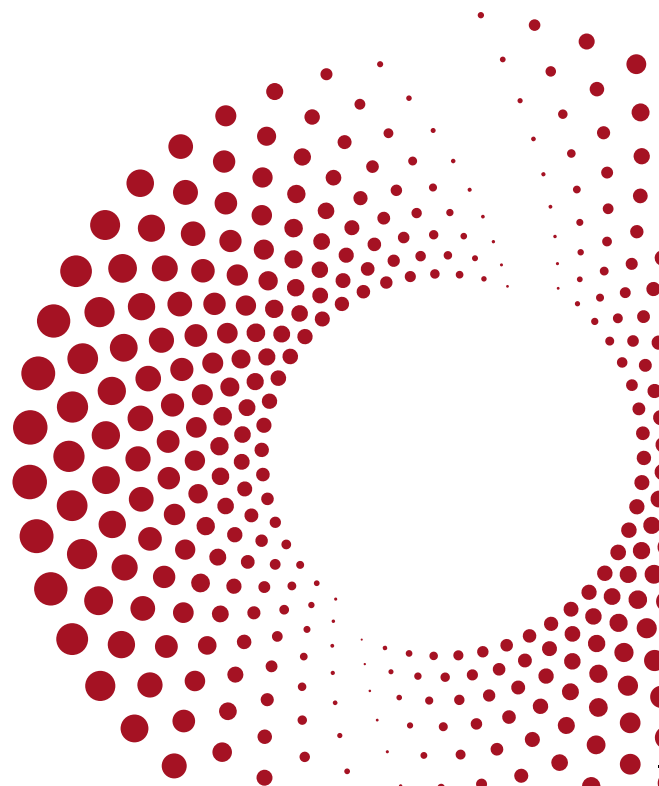
RIDGEWAY SECONDARY SCHOOL

here is a clear link between students' achievement and their level of attendance at school. We want all the students to achieve the very best they can and for this they need to be in school every day. Student Attendance has improved significantly over the past few years and we expect our students to attend school every day unless they are ill.

Please be aware that any absence that takes a student out of school such as medical appointments (doctors, dentist) etc do count as absence even though they may well have been authorised by the school. This will still affect a student's overall attendance %.

The minimum target for all students is 95%, if attendance falls below this then additional support will be offered in order to support attendance. Students who achieve this attendance target will be rewarded through participation in reward trips, ePraise points and recognition in termly celebration assemblies. For those that achieve 100% attendance they will be celebrated with additional rewards.

This table shows how much learning is missed over a year.



SAFEGUARDING

Ridgeway Secondary School stands as a beacon of excellence in safeguarding, earning recognition across Worcestershire as a leading institution in this crucial area. Our unwavering commitment to creating a safe and secure environment for every student has positioned us as a model for best practices in safeguarding.

At the helm of our safeguarding efforts is our dedicated Designated Safeguarding Lead (DSL), Mr. J. Worton. Mr. Worton holds a pivotal role, overseeing safeguarding not only within Ridgeway Secondary School but also across the entire family of schools within our Multi Academy Trust. His leadership ensures a consistent and high standard of safeguarding measures that prioritise the well-being of every student.

Our strong commitment to safeguarding extends beyond the school gates through collaborative partnerships with local safeguarding partners. Ridgeway Secondary School works closely with the police, mental health services, and the local authority to create a comprehensive network of support. This collaborative approach ensures that safeguarding is not just a school responsibility but a shared commitment among various community stakeholders.

Furthermore, our engagement with community organizations enhances our safeguarding efforts. By fostering relationships with local community groups, we create a robust support system that extends beyond the academic setting. This collaborative approach not only strengthens our safeguarding measures but also contributes to the overall well-being of our students.

We take great pride in our achievements in safeguarding, reflecting our dedication to providing a secure and nurturing environment for every student at Ridgeway Secondary School. Through proactive measures, strong leadership, and meaningful partnerships, we strive to uphold the highest standards of safeguarding, making a positive impact on the lives of our students and the broader community.



Mr J Worton
Safeguarding Lead



Mrs L Dare
Deputy DSL



Mrs McNamee
Deputy DSL



Mr M Ball
Deputy DSL

THE SCHOOL DAY

8:30	Bell*
8:30 – 8:57	Tutor Time
9:00 – 9:57	Period 1
10:00 – 11:00	Period 2
11:00 – 11:22	Break
11:25 – 12:22	Period 3
12:25 – 13:25	Period 4
13:25 – 14:02	Lunch
14:05 – 15:05	Period 5

*Please note: the timings of the school day change during GCSE season to allow for an early lunch break.

At Ridgeway Secondary School, the school day is thoughtfully structured to enhance students' learning experiences.

The day comprises five one-hour lessons, interspersed with two breaks strategically positioned every two hours. This schedule not only provides students with focused academic engagement but also allows for necessary mental breaks.

Transitioning between classes is a swift and disciplined affair, with a three-minute window allotted for students to move quietly and efficiently.

The school emphasises a structured transition protocol, where students navigate the corridors in silence, adhering to the left side and moving in single file.

This disciplined approach not only maintains a conducive learning environment but also instils a sense of responsibility and respect among the student body.

To ensure clarity and organization, students receive a detailed timetable outlining the specific locations and times for each lesson, fostering a well-managed and productive academic environment at Ridgeway Secondary School.

TUTOR TIME

At Ridgeway Secondary School, the tutor time curriculum is meticulously designed to not only foster positive pastoral relationships but also to directly enhance students' literacy skills and instill a love for reading. Tutors play a pivotal role in creating a supportive environment where students feel heard and valued. This personal connection goes beyond academic guidance, aiming to address the holistic development of each student.

A significant component of tutor time is dedicated to improving literacy skills and promoting a genuine passion for reading. Tutors engage students in discussions about diverse literary works, encouraging them to explore different genres and authors. This intentional focus on literacy not only contributes to academic success but also nurtures critical thinking and broadens students' perspectives.

Once a week, students participate in year group assemblies that delve into worldly topics, enriching the Ridgeway 360 curriculum. These assemblies provide a platform for discussing current events, global issues, and relevant societal topics, fostering a well-rounded education that extends beyond the confines of the classroom.

Tutors at Ridgeway Secondary School take a proactive approach to student welfare by tracking engagement, attendance, and overall well-being across the curriculum. This data-driven approach allows tutors to identify areas of concern promptly and provide necessary support, ensuring that each student receives the personalised attention needed to thrive academically and personally.

In summary, Ridgeway Secondary School's tutor time curriculum exemplifies a holistic commitment to student development by emphasising positive pastoral relationships, literacy improvement, and a global perspective, all while vigilantly monitoring and supporting students' well-being throughout their academic journey.

	Monday	Tuesday	Wednesday	Thursday	Friday
Y7	Assembly	Guided Reading (Teacher Led)	Guided Reading (Popcorn Reading)	Peer Support Reading (LRC) Guided Reading Directed Reading	Guided Reading (Teacher Led)
Y8	Guided Reading (Teacher Led)	Assembly	Guided Reading (Popcorn Reading)	Guided Reading (Directed Reading)	Guided Reading (Teacher Led)
Y9	Guided Reading (Teacher Led)	Assembly	Guided Reading (Popcorn Reading)	Guided Reading (Directed Reading)	Guided Reading (Teacher Led)
Y10	Guided Reading (Teacher Led)	Guided Reading (Popcorn Reading)	Assembly	Peer Support Reading (LRC) Literacy Skills (Room 6)	Guided Reading (Teacher Led)
Y11	Core Intervention	Core Intervention	Assembly	Core Intervention	Core Intervention

YEAR 7 CURRICULUM

Year 7 Curriculum 2023 - 2024

	Autumn	Spring	Summer
English	The World at War: From Propaganda to Peace	The Power of Nature: Hubris and Humility	Shakespeare: Misunderstood and Misconceptions
Maths	Data, number and algebra	Number, probability, and ratio/proportion	Number, measure and shape
Science	Cells Forces Particles	Organisation and waves Elements Reproduction	Light Chemical reactions Space
MFL	'I can talk about me!' 'I can talk about other things!'	My family Where people go	Did they or did they not? I can, I must, I should!
History	'Who are the British?' 'Castles and the conquered'	What would people in Astwood Bank experience during the Middle Ages? 'Her-Story'	'The Terrible Tudors' A country divided: the English Civil War
Geog	Using Maps (advanced) and Geographical skills Rainforests and Deserts	Weather Settlement	China The Geography of Crime

IT	An introduction to Computing An introduction to programming	Office skills and file management Web design	Computer hardware Presenting information Arcade game maker
Food	Health and Safety and Hygiene	Lifestyle Specific Meals	Seasonal fresh produce and provenance
DT	Introduction to Graphics	Clay Planters – introduction to ceramics	Wooden Block Heads – introduction to woodworking skills
PE	Girls – Badminton, netball and football Boys Football, rugby and OAA/Team Building	Girls –Dance and table tennis Boys – Handball and basketball	All HBPE and Athletics Girls – Rounders and cricket Boys – Cricket and softball
RE	What does it mean to be Muslim?	What does it mean to be Buddhist?	Religion in the world today
PSHE	Relationships and Friendships Health and wellbeing	Living in the wider world	Relationships and SRE Health and wellbeing
Art	Drawing and painting the natural world	Typography throughout history and the present day	Indigenous Australian Art



PERSONAL DEVELOPMENT AND EXTRA CURRICULAR

At Ridgeway Secondary School, we offer a wide range of activities outside of the classroom for students with varied interests. These can range from musical clubs, chess, art, reading and STEM clubs and numerous other sporting activities. Where possible, students will be given the opportunity to attend trips which support learning in the classroom to expand key knowledge and ideas.

Students should discuss attending clubs with their subject teacher first to ensure that they are aware of the day, when the club is starting, venue and club start and end time and then discuss attending with parents, in advance. Clear arrangements must be made regarding getting home safely/suitable collection point.

A timetable will be sent to parents every half term. At Ridgeway we understand that learning about who we are and developing as a person does not just happen in the classroom. There are those priceless experiences that we all remember from our time at school. The residential trips, visits and sports fixtures that build character and forge memories that stay with us until today.

As students' progress through the school, they have opportunities to take advantage of trips and experiences outside of the classroom. Ski trips, residential for outdoor activities, foreign exchange visits, sports tours, museum visits and theatre performances all feature in the programme. The school also offers the Duke of Edinburgh Award to its students from Year 9 onwards with students achieving both bronze and silver levels of the award.



THE RIDGEWAY PROMISE



The Ridgeway Promise is a promise to our parents and students to provide a comprehensive offer of trips and experiences to ensure your child gets the best possible out of classroom experiences throughout their time at secondary school. While there will be things added to this as we take advantage of opportunities that arise, we want to ensure there is a minimum offer for our students that they can all look to access.

PASTORAL CARE

At Ridgeway Secondary School, pastoral care is the provision our school makes to ensure the physical and emotional welfare of pupils. We believe it is the essential foundation upon which learning can take place and it forms an essential part of our culture of Ready Respectful and Safe. We pride ourselves on our relationships with young people, links with home and the overall experience that each child has at this school.

All staff have a pastoral and safeguarding responsibility and understand that high standards of pastoral care go far further than a basic commitment to welfare, with pastoral care extending to every aspect of school life in order to foster pupils' personal development as much as their academic progress.

We believe that good pastoral care in school is also fundamental to the development of character and social skills, which will be of critical importance to pupils in later life. At Ridgeway, we have a holistic approach to pastoral care: a whole school vision that aims to improve learners' attendance, and to foster an atmosphere that is conducive for learning and promotes tolerance, resilience, fairness and equal opportunities for all, with due regard for protected characteristics. Such an approach to pastoral care should eliminate racism, inequality, discrimination and other hindrances to learning, to create an ethos that culminates in engagement and academic achievement of learners.

Below you will find information regarding our pastoral system. For more information regarding your child, in a pastoral sense, please contact their form tutor.



Mrs T Dodd
Head of Key Stage 3



Mrs M Smith
Pastoral Manager

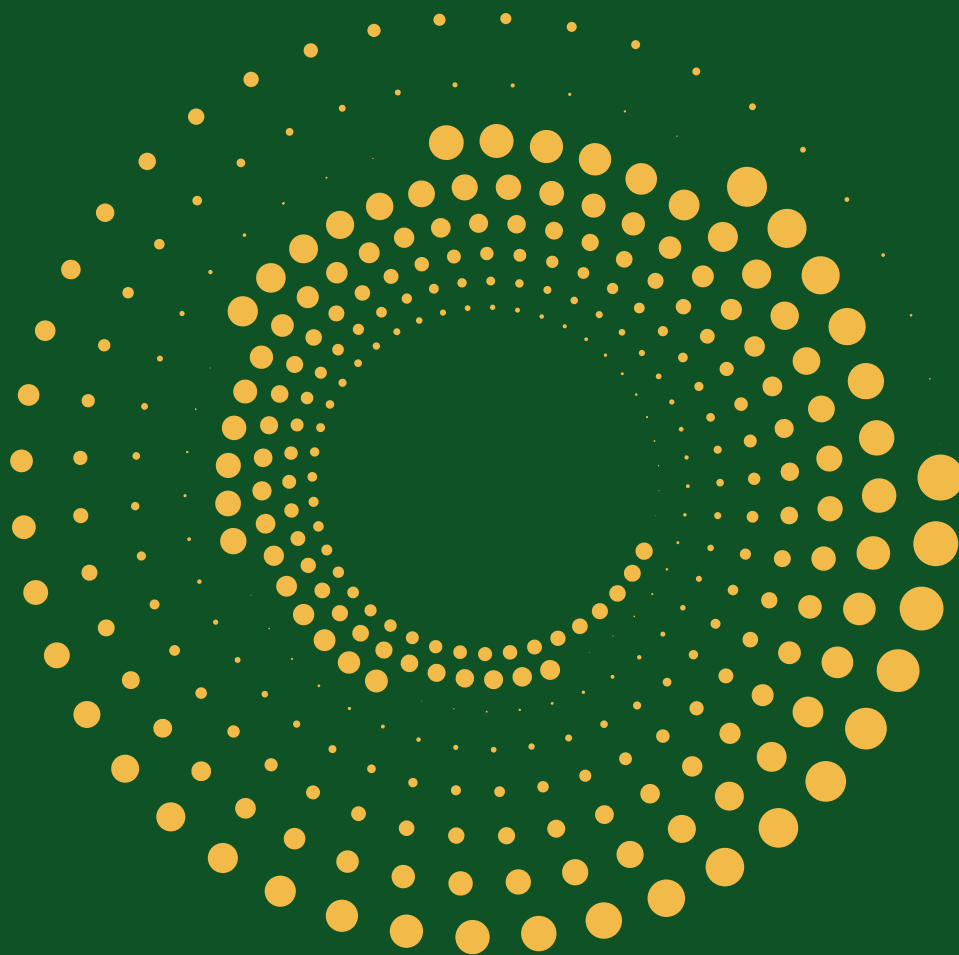


Ms C Gibbs
Attendance Officer

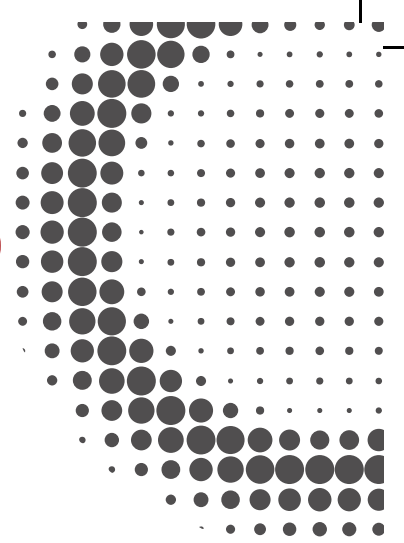
At Ridgeway, each student belongs to a House (please see relevant section on website for further details). Each house includes a tutor team, a Head of Key Stage and is supported by the schools Pastoral Manager.

Our Pastoral team help ensure that students are able to learn and make progress in lessons and develop the necessary skills to overcome friendship issues and other problems. They support the form tutors and liaise closely with parents and support agencies where necessary. These teams are supported by the safeguarding team if issues of this nature arise.

To discuss pastoral concerns with a member of the pastoral team, please contact (via the school office) – Mrs Dodd for KS3 concerns and questions and Mrs Smith for those related to KS4.



HELPING YOUR CHILD SUCCEED



Academic

1. Completing any homework set to a high standard. Help your child by building time in to their day to complete the work.
2. Informing the school if your child expresses a difficulty in school. If they are struggling in a class, we want to know about it.
3. Supporting pupils during assessment weeks. Assessments are nothing to worry about. Parents should encourage pupils to revise, stay calm and simply do their best. That is all the school expects.
4. Encouraging pupils to practice. Pupils should practice their reading, mathematical skill, handwriting, ability to remember powerful knowledge and to write extensively. Parents could set spelling tests, mathematical quizzes, quick subject quizzes and provide rewards accordingly.
5. Attending any meeting called by the school to support your child's progress. These include any Accelerated Learning meetings, showcases and all parents' evenings. The school will write to you if additional meetings arise.

Numeracy

1. Making sure your child masters the basics. Knowing the basics is fundamental to mathematical success. Pupils should log on to TT Rock Stars (<http://trockstars.com/>) each evening and practise their proficiency in multiplication tables.
2. Encouraging your child to complete more practise in the most crucial skills of addition and subtraction if they are not yet confident. We would encourage them to use NumBots (<http://numbots.com/>). Their login details are the same as for TT Rock Stars.
3. Helping your child to practise previously covered topics. Your children have booklets from previous units and can re-do the exercises in these to practise until fluent in the main skills. Being positive! If your child is not yet confident with their mathematics, don't worry – all children are making good progress and will succeed.
4. Asking your child what they have been covering recently and seeing if they can teach it to you. This will consolidate their knowledge and skills as well as giving you a chance to ask them questions!

Reading

1. Insisting that your child reads for 30 minutes every evening. This amount is as the bare minimum expected, parents and carers must ensure this happens every single day. Good routines are essential.

2. Supporting them to comprehend their reading by asking them questions about the book in question. Support your child by being really positive about reading – it's a fantastic use of time! It can also be really beneficial to read newspapers and create family reading time. Reading credible news online may also be suitable.

3. Considering credible magazine subscriptions. Some non-fiction magazines are really informative and subscriptions ensure that your child will continually read.

4. Encouraging your child to select books through us. We can then check if they are appropriate. When reading independently, a text needs to have the right amount of challenge to ensure readers can be challenged but also supported.

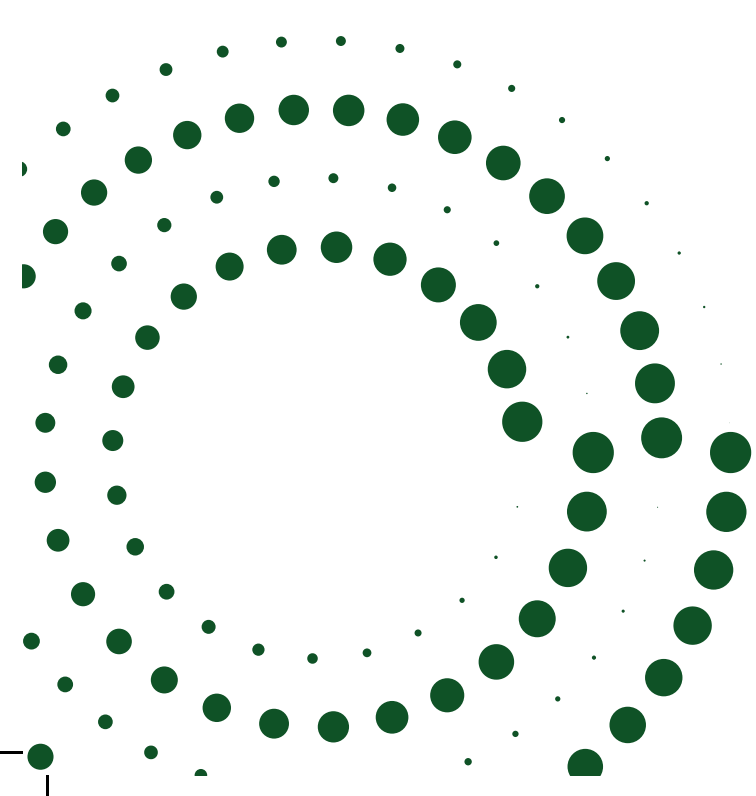
5. Supporting your child to find a book that excites and intrigues them. The school wants pupils to read for pleasure and leisure. The school library is available to all pupils and we are happy to advise.

Asking yourself the question – is my child reading everyday?

Useful Websites

<https://schoolreadinglist.co.uk/resources/magazines-and-newspapers-for-children-and-teenagers/>

<https://www.tes.com/news/100-fiction-books-all-children-should-read-leaving-secondary-school-according-teachers>



Organisation

1. Arranging a bedroom or shelf with labels so that your child can organise books effectively if they take any home with them.

2. Providing a secure space to keep all school resources. All booklets will be sent home at the end of each unit and these must be kept safely. Under no circumstances are books to be thrown away.

3. Helping your child organise themselves before they leave home. Do they have the following things:

- Full school uniform
- PE kit, if applicable
- Any books they have taken home which they need for a lesson that day
- Water bottle and any additional fruit
- School bag
- Warm clothing during the winter

Extra-Curricular

1. Limiting and controlling your child's use of social media. Social media can have a very negative impact on a child's self-esteem, confidence and communication skills. We actively encourage parents/carers to take robust action to ensure pupils do not become obsessed or reliant on social media.

2. Taking your child's mobile phone at bedtime and limiting time on games consoles. This will help your child manage a good night's rest before the next school day. No screen time one hour before bed is a minimum expectation.

3. Helping your child find a hobby that allows them to express themselves positively outside of school. If your child is an enthusiastic singer, they could join a choir. If they are a budding sportsperson, they should join a competitive team.



UNIFORM AND EQUIPMENT

Commencing this September, the new uniform will be mandatory for incoming Year 7 students, symbolising the beginning of their journey with us.

Existing students need not worry, as they are not expected to replace their current uniforms. The transition to the new uniform will occur gradually, allowing students to adopt it when they outgrow their existing attire. We understand the financial considerations associated with such changes. To alleviate any concerns, the grey blazer can be purchased outside of the named providers below and badges can be affixed.

For our female students, the Ridgeway branded skirt will be the only permissible option. Current students wearing a skirt are encouraged to transition to the new Ridgeway skirt when their current one requires replacement. Items not permitted include: Hoodies, Trainers, Jewellery, Excessive Make up, nail extensions or varnish and piercings except for one in each lobe.

Acknowledging the financial pressures families may face, we want to assure you that we have taken careful consideration in selecting the uniform to balance quality and affordability. Your understanding and cooperation are greatly appreciated as we implement this change for the benefit of our students

The changes to the uniform are:

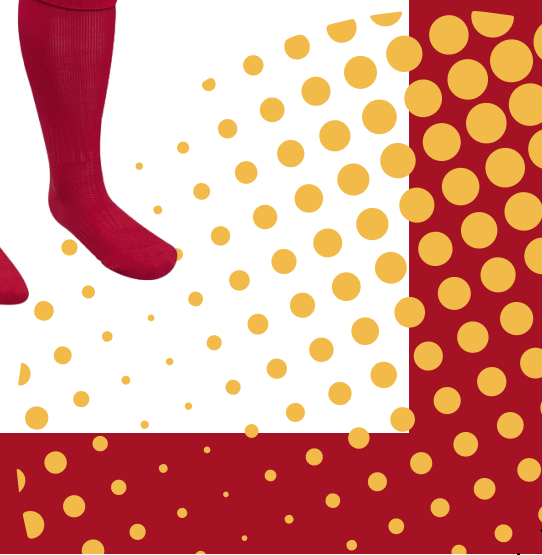
- a **grey** blazer with Ridgeway badge
- a **grey** Ridgeway jumper with badge (optional)
- a new Ridgeway tie
- a **Ridgeway branded skirt**



PE KIT

Girls & Boys

- Red school logo T-shirt
- Blue school logo shorts or skort (summer weather)
- Blue school logo Tracksuit bottoms or leggings (winter weather)
- Blue school logo Zip up top
- Red or white socks
- Trainers and Football Boots
- Shin pads
- Waterproof jacket
- A bag for dirty trainers
- Hoodies are not allowed
- Jewellery is not permitted
- Long hair must be tied up
- Pupils have 5 minutes only to get changed in and out of their PE kit
- Please ensure that all kit is named



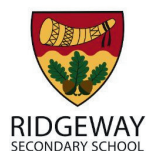
All of our students at Ridgeway are expected to have all of the following equipment in every lesson. It is an important part to ensure the smooth start to lessons and to maximise learning time.

Students must have a robust, plain and clear pencil case.

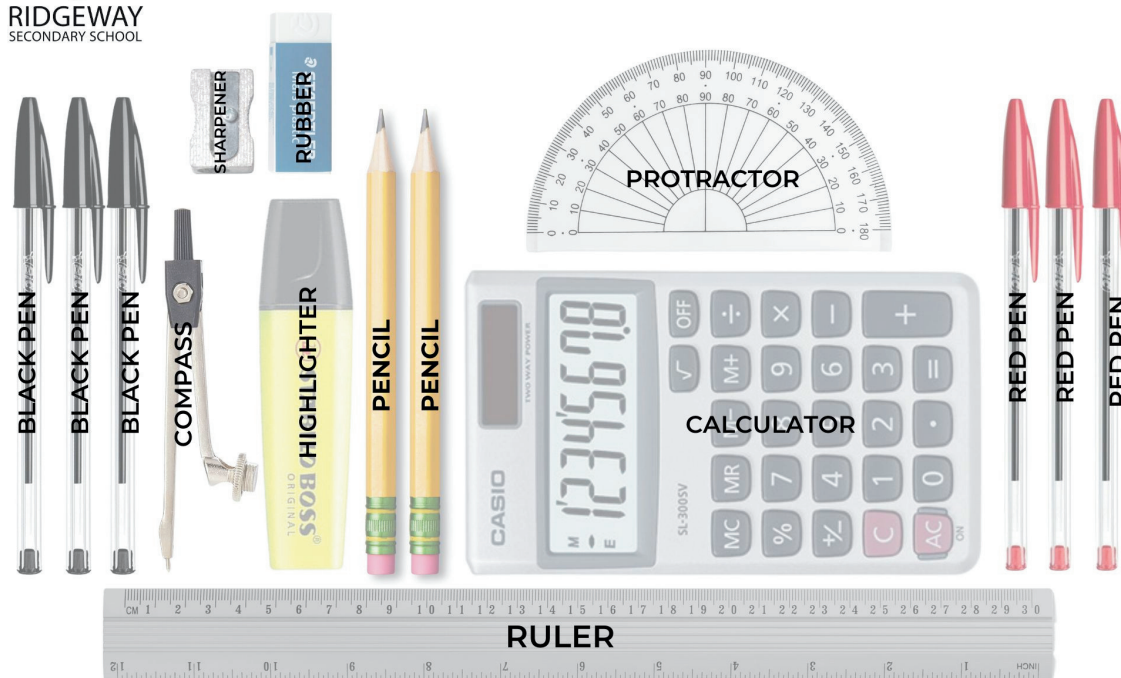
Further specialist equipment may be provided for some lessons. However, all students are expected to bring:

- Black pen x3 (biro only, no clicker or roller ball pens)
- Red pen x3
- Pencil x3
- A sharpener
- An eraser
- Highlighter
- A 30cm long ruler
- A geometry set (protractor, compasses)
- A scientific calculator

Please note: a reading book must also be brought to school every day. The school library (LRC) should be used where necessary to obtain a book.



Equipment Check



Ridgeway Secondary School Home School Agreement

Policy author: JW
 Policy approved by: Governing Body
 Next policy review date: Winter 23

Version	Date	Details
1.0	December 21	Agreement written

The Home School Agreement makes clear the commitment of students and parents/carers.

As a parent/carer, we will undertake to fully support Ridgeway Secondary School because we believe in the vision and values of the school to create the best possible education for our son/daughter. Our commitment will remain throughout our son/daughter's time at Ridgeway Secondary School.

Student name	Year group
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Parents

Will endeavor to:	
1	Believe our son/daughter is capable of achieving their best in order to access university or a high quality alternative.
2	Support the school's efforts by encouraging the best possible standards in our son/daughter's studies.
3	Respect, embrace and reinforce the vision and the ethos of the school.
4	Insist that our son/daughter works hard and produces his/her best work at all times.
5	Provide a suitable home learning environment and structured routine to complete school work, which is free from distractions such as technology and especially mobile phones which have a detrimental impact on concentration.
6	Promote the positive impact of homework and provide a suitable place for homework to be done. We will give support and check that homework is complete and to a good standard.
7	Make sure that if homework is not completed our son/daughter will attend an afterschool homework detention the following night.
8	Make sure that if our son/daughter regularly fails to complete homework he/she will attend homework club to support.
9	Make sure that our son/daughter reads regularly as we understand that a good standard of literacy will have a significant impact on our son/daughter's success and we want him/her to succeed.

Attendance	
1	Make certain that our son/daughter attends school every day, except in cases of illness or another legitimate reason. We will schedule routine dentist and doctor appointments during a time where the school is not in session. If our son/daughter is absent, we will phone the Attendance Officer by 8:4am to report the absence and repeat it for any subsequent days' absence.
2	Make sure our son/daughter arrives in school on time.
3	Will not plan for family holidays or other absences during term time as we understand that our son/daughter will be more likely to achieve his/her academic potential by being in school. We accept that any unauthorised absence of this nature will be investigated by the Education Investigation Service, which will result in the issuing of a fixed penalty.

Uniform	
1	Insist that our son/daughter wears the correct uniform every day.
2	Respect that uniform violations will result in our son/daughter being placed in isolation if the situation cannot be resolved by bringing the appropriate uniform in or borrowing the items provided by school.

Communication with school	
1	Always make ourselves available to the school by providing an up to date mobile phone number and email address.

2	Make sure any concerns or issues are not discussed on social media sites as this could be potentially damaging for students. We will actively discourage the use of social media to criticise and make unsubstantiated comments and educate our son/daughter about the right way to communicate.
3	Read all reports carefully.
4	Attend all parent meetings including progress, behaviour and attendance meetings.
5	Sign our son/daughter's planner and reading log each weekend.
6	Always treat Ridgeway Secondary School teachers with respect and courtesy.

	Discipline
1	Support the school's behaviour for learning protocols.
2	Not excuse our son/daughter from a detention as it takes priority over any other activity.
3	Make sure that if our son/daughter commits a serious breach of the behaviour policy, he/she will be placed in isolation whilst a full investigation takes place and may include a further isolation period or fixed term or permanent exclusion.

Students

	Will endeavour to:
1	Make the most of all the opportunities offered and 'Be the best I can be'.
2	Work hard and learn well in the whole range of school activities and 'Be the best I can be'.
3	Behave appropriately and use good manners; showing I am respectful.
4	Follow rules and understand/accept consequences if I do not.
5	Be punctual to school and all lessons.
6	Wear the correct uniform with pride and bring all necessary basic equipment.
7	Protect and care for all school equipment, books and furniture and the fabric of the building.
8	Complete all homework set to a good standard and meet deadlines for submission.
9	Act on teachers' feedback in all my work carefully.
10	Complete schoolwork at home free from distraction by turning off my mobile or any other technology, which is a distraction.
11	Have respect for individuals, groups, and communities both within the school and beyond regardless of age, culture, religion or gender.
12	Observe the school rules and adhere to all policies.
13	Think about and plan for my next steps in education, employment and training.
14	Report to a member of staff if I do not feel safe in or outside of school.
15	Report to a member of staff if I think that someone else may be in danger or being abused in any way.

I agree to abide by the Home School Agreement Not signing the agreement does not invalidate it.

Student name:

Signed (student)

Signed Parent/Carer:

Date

CATERING

The emphasis is on providing balanced and flavourful meals that appeal to a wide range of tastes. Our catering team takes pride in crafting dishes that not only meet nutritional standards but also cater to the diverse preferences of our student body. This commitment to inclusivity ensures that every student can enjoy a satisfying and nourishing meal, contributing to their overall well-being, and creating a positive dining experience within our secondary school community.

Please see a snapshot of our menus for break and lunchtimes in the following four pages.

MID MORNING BREAK TARIFF

Toast	30p	Pizzini	£2.30
Hash Brown	50p	Pizza Slice	£1.20
Cheese on Toast	90p	Bacon, Cheese Bagel with BBQ Sauce	£2.30
½ Cheese Toastie	90p	Pain au Chocolat	£1.20
Crumpet	70p	Yoghurt	70p
Large Waffle	£1.20	Fresh Fruit	60p
Croissant	£1.20	Fruit Bags	90p
Steak Slice	£1.80	Muffin	£1.20
Cheese & Onion Slice	£1.60	Kitchen Made Flapjack	90p
Sausage & Bean Slice	£1.80		
Bacon/Sausage Bap	£1.10		
Breakfast Wrap	£2.30		
Cheese & Bean Wrap	£1.80		
Sausage Roll	£1.30		
Large Breakfast Bap	£1.20		
Nachos, Cheese & BBQ Sauce	£1.00		

A selection of the above available daily
www.shireservices.co.uk



(WS17)

DELI COUNTER COLD STOP TARIFF

Sandwich or Small Baguette, Traybake, 500ml Water	£3.00
Large Baguettes	£2.30
Sandwiches	£1.80
Filled Wraps	£2.30
Sub Rolls	£2.30
Pasta Pots	£2.30
Salad Pots	£2.20
Plated Protein Salad	£2.30
Fruit Bags	90p
Fresh Fruit	60p
Melon Wedge	90p
Yoghurt	70p
Cold Puddings	from 80p
Traybakes	90p
Speciality Cakes	£1.20

A selection of the above available daily
www.shireservices.co.uk



(WS15)

LUNCH TARIFF

Meal Deals:

Chef's Special	£2.30
Chef's Special & Freshly-made Traybake	£2.60
Sandwich, Freshly-made Traybake & 500ml	
Water	£3.00
Pasta Deal	£2.60
(Pasta pot plus slice of garlic bread with traybake)	
Curry Deal	£2.60
(Curry pot plus nann bread with traybake)	

See menu and blackboards for daily options

Cold Stop Menu:

Large Baguettes	£2.30
Sandwiches	£1.80
Filled Wraps	£2.30
Sub Rolls	£2.30
Pasta Pots	£2.30
Salad Pots	£2.20
Plated Protein Salad	£2.40
Vegetable Bags80p

Street Food:

Bean Burger	£1.90
Cheese Burger	£2.20
Burger	£2.00
Hot Pasta or Curry Pot	£2.30

Pizzini	£2.30
Steak or Chicken Slice	£1.80
Chicken Epic	£2.40
Jacket Potato (with Butter).....	£1.50
Jacket Potato (with 1 filling)	£2.20
Extra Filling80p
Jumbo Hot Dog	£2.20
Hot Sub Rolls	£2.30
Folded Naan	£2.40
Hot Filled Wraps	£2.30
Paninis	£2.40
Garlic Ciabatta Pizza	£2.50
Box Meals	£2.50

To Follow:

Whole Fruit.....	.60p
Fruit Bag90p
Fruit Pot	£1.20
Vegetable Bag70p
Melon Wedge90p
Yoghurt70p
Cold Puddings	from 80p
Freshly Prepared Traybake90p
Speciality Cakes	£1.20
Cold Dessert Pots70p
Drinks	from 70p

Available Daily - Sandwiches, baguettes, wraps, salads, fresh fruit, yoghurts, cookies, muffins & chilled desserts

Food Allergies & Intolerances
Before ordering, please speak to our staff about your requirements

www.shireservices.co.uk

(WS19)

Fresh DINING

LUNCH MENU

Wk 2	Monday	Tuesday	Wednesday	Thursday	Friday
Meal Deal Option 1	Meatballs in Tomato Sauce Garlic Bread	Lasagne Garlic Bread	Roast Beef Yorkshire Pudding Roast & Mashed Potatoes & Gravy	Chicken Tikka Masala Rice Naan	Fish & Chips Peas Curry Sauce
Meal Deal Option 2	Vegetable & Cheese Parcel Potato Wedges	Mac 'n' Cheese Garlic Bread	Meat (free) Balls Yorkshire Pudding Roast & Mashed Potatoes & Gravy	Cowboy Pie Crusty Bread	Cottage Pie Peas
POT Option 3	Oodles of Noodles	Meatball Marianna	Chicken Curry	Tomato & Basil Pasta	Chicken Curry
Loaded Tray Option 4	Fishcake Chips Peas & Curry Sauce	Chicken Fried Rice	Cheese Topped Vegetarian Chilli Loaded Nachos	Sausage Mash Baked Beans	Pizza Chips
Grab & Go Option 5	Balti Chicken & Rice Wrap	Chicken Epic	Beef Burger	Chicken Meatball Sub	Loaded Naan
Grab & Go Option 6	Hot Cheese & Tomato Sub	Vegan Burger	BBQ Meat (free) Ball Sub Sub	Piegata Calzone	Vegan Sausage Roll

Available Daily - Sandwiches, baguettes, wraps, salads, fresh fruit, yoghurts, cookies, muffins & chilled desserts

Food Allergies & Intolerances
Before ordering, please speak to our staff about your requirements

www.shireservices.co.uk

Fresh DINING

TERM DATES

Term Time Holidays:

Encouraging regular attendance is crucial for your child's academic progress and overall well-being. Taking holidays during term time disrupts the continuity of learning and can have a detrimental impact on your child's educational development.

It is essential for parents to recognise the importance of consistent attendance in shaping a child's academic success.

Classroom instruction is carefully planned to cover essential content and build foundational skills, and when children miss school, they may struggle to catch up. Furthermore, regular attendance helps children establish routines, fosters a sense of responsibility, and promotes social interaction crucial for their emotional and social development.

By prioritising school attendance and planning holidays outside of term time, parents contribute to the stability and effectiveness of their child's education, ensuring they have the best possible chance to thrive academically and personally.

All schools in the trust will not authorise holiday requests unless there are exceptional circumstances that warrant further consideration.

TERM DATES ACADEMIC YEAR 2024 - 2025

<u>Holiday</u>	<u>School Closes on</u>	<u>School re-opens on</u>
Autumn term 2024		Tuesday 3rd September
Autumn mid term	Friday 25th October	Tuesday 5th November
Christmas	Friday 20th December	Tuesday 7th January
Spring mid term	Friday 14th February	Monday 24th February
Easter	Friday 11th April	Monday 28 th April
Summer mid term	Friday 23rd May	Monday 2 nd June
End of Summer term	Friday 18th July	TBC

TED Days

Monday 2nd September 2024
Monday 4th November 2024
Monday 6th January 2025
Friday 14th March 2025
Monday 21st July 2025

Bank Holidays

Monday 5th May 2025

TED days are provisional and may be subject to change, please read website and half termly newsletters for any updates

