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Ridgeway Primary Academy

READY FOR SCHOOL

August 2026



Welcome

At Ridgeway, we are committed to providing an excellent education for all and to forge exceptional individuals.

We have a long standing team of skilled, dedicated teachers who work closely with support staff to provide an excellent learning environment and learning opportunities to engage and motivate all our children. They are supported in their work by a committed governing body with high aspirations, as well as many wonderful volunteers who are part of our school community.

At Ridgeway we strongly believe that education is a partnership between home and school. We seek to work closely with parents to enable children to achieve all they are capable of in all spheres of education, and we believe strongly in enhancing the wellbeing of all our children. Thanks to the work of our SENDCO and Children's Wellbeing and Family Support Practitioner, we are well placed to provide any additional support your child may need.

However, our greatest success can be founding in seeing our children engaging in their lessons, their laughter as they play at break time and their enthusiasm for all the sporting events and different community initiatives we take part in - it really is a joy. We look forward to welcoming you into our family very soon.

It's a fantastic time to join Ridgeway Primary Academy, as we continue to grow and invest in our future.

Mrs Sally Applebee
Headteacher



Values

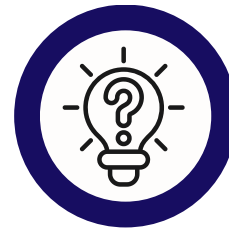
Our Values are linked to our Gold Awards whereby children who demonstrate these receive a certificate in our Celebration Assembly.



Resilience



Kindness



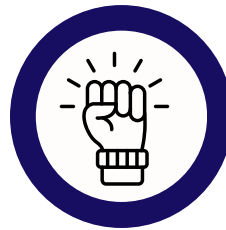
Curiosity



Joy



Self Control



Bravery



Aspiration

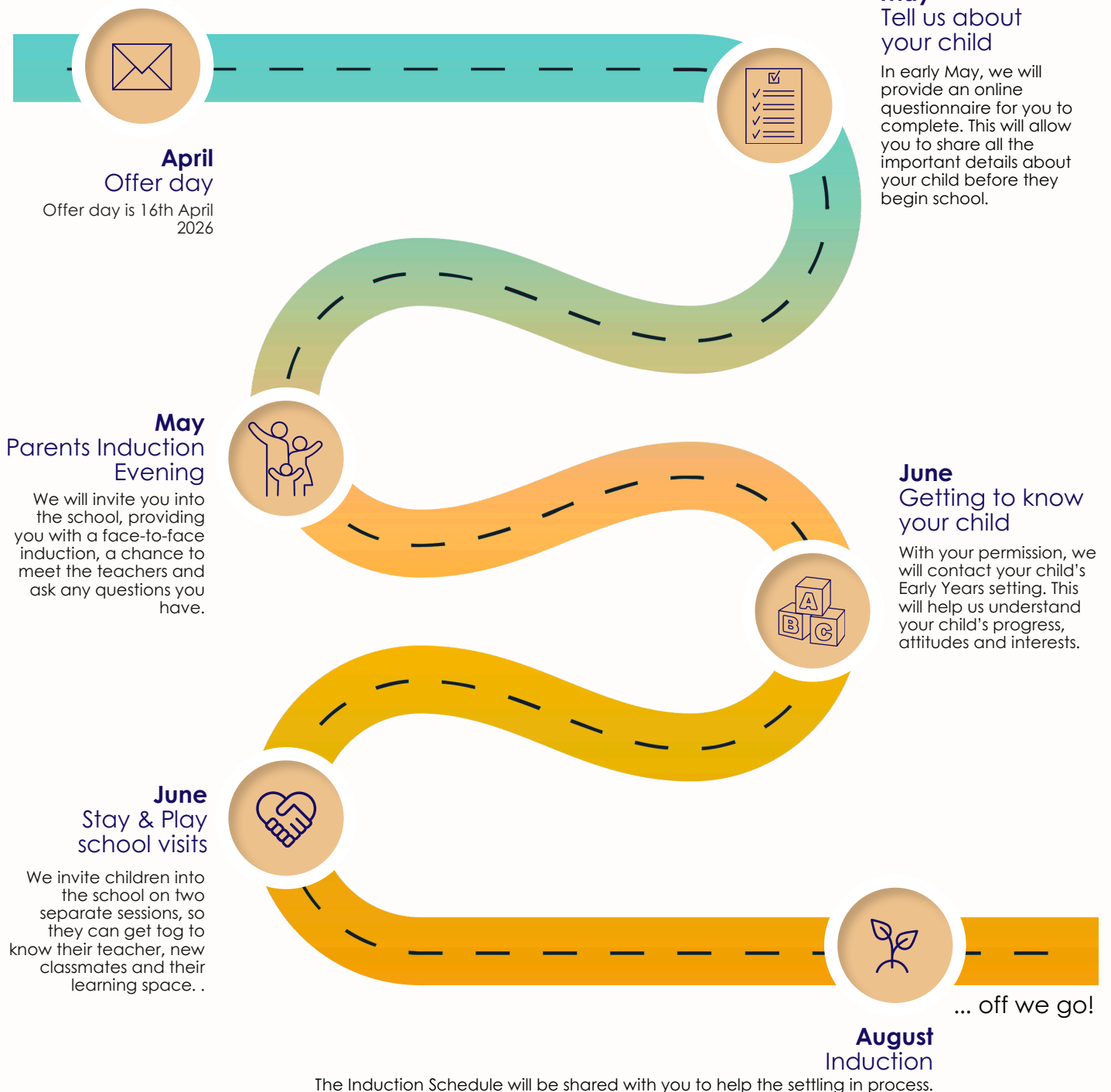
School Motto

"Forging Exceptional
Individuals"



Transition Map

Take a look at the roadmap below to find more about your child's journey to School. Please refer to your welcome email for more details.

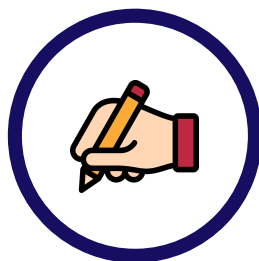


Getting Ready

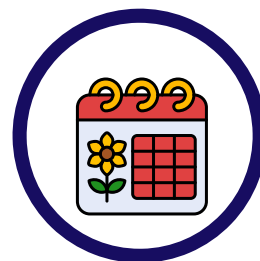
Preparing your child to start school for the first time can feel overwhelming, especially if you're unsure what to expect. We've put together some helpful tips to support your family and make the transition as smooth and positive as possible.



Practise the school run



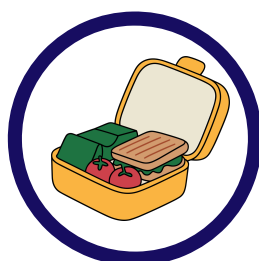
Name label all your child's things.



Make a note of all the key dates



Try putting coat and shoes on independently



Practise opening lunch boxes and waterbottles



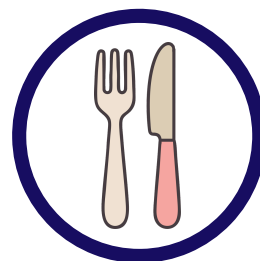
Wash and dry hands independently.



Answer your child's questions and share positive thoughts



Use the toilet independently



Encourage using cutlery and eating independently



School Day

Morning: 8:45am to 12:00pm

Lunch: 12:00pm to 1:00pm

Afternoon: 1:00pm to 3:15pm

The school day begins at 8:45am and ends at 3.15 pm.



Key Stage 1 & 2 (Years 1-2 and Years 3-6)

Our school days are timetabled and our lessons planned to ensure everything on our curriculum is given the correct amount of time over the course of the year. For our older years, the curriculum runs on a two year cycle, meaning those in mixed year groups do not have to repeat the topics they have already covered. When they enter the classroom in the morning there will be a 'drift in' activity on the board - either some maths revision, a writing exercise or time to read their books. This allows for lessons to start in a calm and focused manner.

Each lesson lasts between 30-60 minutes, depending on the age of the children. Classes will often take 'brain breaks' throughout the day, to ensure children feel refreshed and ready for new learning. These breaks can involve a quick walk to the sensory garden or similar.

The children will also experience 'swap around' lessons - these are where they move classrooms to take part in PSHE, Music or PE. During this time, the class teacher is allocated lesson planning time while the children are in the care of a specialist staff member.

Assemblies take place everyday, often with a specific focus on a school value or with a visiting guest. Once a week there is a singing assembly where the children learn new songs. On a Friday, children's achievements are celebrated through Gold Awards, and our school Values Awards, given in assembly. Throughout the week the children can earn extra rewards, like stickers and raffle tickets as well as team points for demonstrating good behaviour - on entering the school, your child will be allocated a Team - Turing, Johnson, Curie and Attenborough.

Early Years Foundation Stage (EYFS or Reception)

In Reception a typical school day is less structured, but still follows a pattern to ensure core learning moments are met and the seven areas of the curriculum are covered. We have a strong focus on learning through play and exploration. The children are also allocated a Team on starting school and are rewarded for demonstrating our values.



Lunchtime

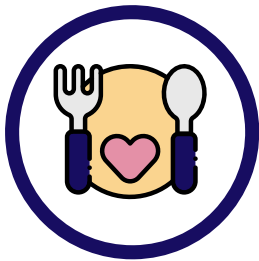
Universal Free School Meal Scheme



All Foundation Stage and KS1 pupils (years 1 & 2) can receive free hot meals at school until year 3, when meals must be paid for online. Hot dinners need to be pre-ordered, and children can switch between packed lunches and hot meals daily.

Meals are prepared onsite and served in the school hall, with menus available on the school website. Dietary needs, including allergies, can be accommodated, and a special diet form is required for children with diagnosed food allergies, available from the school office.

Income Related Free School Meals



Families who receive certain benefits may also be eligible for free school meals. Registering for free meals provides the school with Pupil Premium funding which we can use to pay for valuable support such as extra tuition, additional teaching staff or school activities.

Even though school meals are provided free of charge as an automatic entitlement for Foundation and KS1 children, it is very important that you also register if you are in receipt of these benefits.

If you think that you may be eligible, please contact the local authority on 0116 3057093 at least four weeks before your child is due to start school.

Packed Lunch



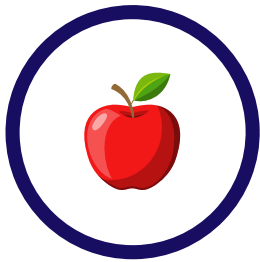
If your child would prefer to have a packed lunch, they should bring it in a named container and your class teacher will let your child know where to place it at the start of the day.

Please don't send any fizzy drinks. We are a nut free school. Please don't send any food containing nuts (e.g. peanut butter, Nutella or similar spreads or cereal bars containing nuts)



Snacks

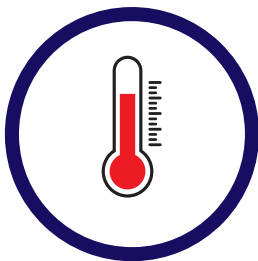
Milk, Fruit and Water



Children in Key Stage 1 receive a piece of fruit or vegetable every day. Children Key Stage 2 can bring in a healthy, nut-free, snack from home to eat at break time. Children should also bring in a named, plastic, reusable bottle for water (not fruit juice or squash) which they can drink during the day.

Health

Accidents and Medicine



We have many qualified first aiders and their opinion will always be sought if needed. If your child becomes ill, we will telephone you and ask you to collect them from school. If your child receives a minor injury, you will be contacted by email during the school day with details of how and when the injury occurred. We will contact you by phone if there is a more serious accident.

Prescription medicines can be administered by school staff but you will need to complete the relevant form first. All medication needs to be brought to and collected from the school office by an adult, and it will be stored safely throughout the day. If your child needs long-term medication (e.g. asthma inhalers, epipens) please complete the relevant form from the school office.

School Nursing Service



We are also partnered with the School Nursing Service who are employed by Leicestershire & Rutland Healthcare NHS Trust. They provide a nurse-led service in primary and secondary schools, offering confidential advice, health promotion, and support for physical, emotional, and social wellbeing. They can be contacted on 0116 2642671.

For advice on different childhood illnesses and when to keep your child off school, including sickness bugs, please see www.nhs.uk/live-well/is-my-child-too-ill-for-school/

Uniform



From September 2026, we will be introducing an 'active' uniform. Making the uniform choices more comfortable for the individual and easier to move around in.



This means the children can choose to wear any of the below options, on any day of the week.



We will not have a separate PE uniform - but we would recommend being suitably dressed and wearing trainers on PE days.



Families can choose to buy logoed items if they wish from our uniform supplier, Gascoigne Clothing, but these are not compulsory.



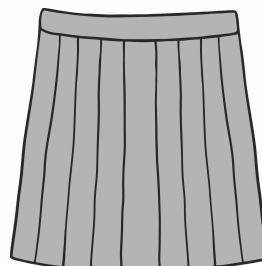
To order items with the school logo on, please visit:

www.gascoigneclathing.com/ridgeway-primary-school

The password is: RPA2018



Our uniform consists of...



Tops

- Navy jumper, cardigan or fleece
- White polo shirt/ navy sport top

Bottoms

- Grey trousers, shorts or skirts
- Navy Jogging Bottoms (no brands) or Navy PE style shorts
- Long black leggings (not see through and with a longer polo)

Other

- Light blue gingham dresses, skirts or playsuits
- Grey dresses
- Grey tights
- Black, white, grey socks (unbranded)
- Cycling shorts for modesty - not on their own please

Shoes

- Black school shoes
- Black trainers
- Unbranded trainers
- No sandals or crocs please

Wet Weather Clothes

At Ridgeway, we encourage our children to be outside as much as possible during break and lunch. This means even if the weather is wet, we like to see them outside having fun, playing games and getting some fresh air.

As such we ask that the children have the following items in school, to keep them warm and dry...



A warm, waterproof coat.



Wellington boots or a change of shoes



Children in Reception, Year 1 & 2 will also take part in Forest School sessions. They will also need waterproof trousers or a puddle suit, in addition to the above.

Attendance

At Ridgeway, we want and expect our learners to attend school every day.

We believe children who attend regularly are more likely to feel settled in school, maintain friendships, keep up with their learning and gain the greatest benefit from their education.

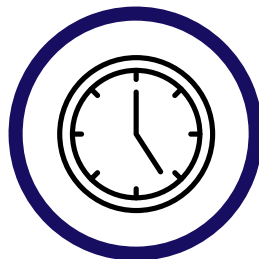
Attending on time every day also helps pupils form good habits which can stay with them throughout their education and on into the workplace.



Illness

Children should only be kept off school if they are unwell or for exceptional circumstances. We are unable to authorise absences for family holidays or leisure activities.

Wherever possible, we kindly ask that GP and dental appointments are arranged outside of school hours to help minimise disruption to your child's learning.



Time Matters

Being on time each day helps children feel settled, confident and ready to learn.

Gates open at 8:35am, and children go into class at 8:45am, ready to start their day.



Contact Us!

Please let us know as soon as possible if your child is unable to attend school by calling the school office on 01858 465800

Wraparound Care

We provide a wraparound care service open to all our families from 7.45am to 6pm every day. This is run by our own staff to ensure a continuity of care for our children.

The sessions include a variety of arts, crafts, sports and games. There are quiet areas for reading and always a themed activity for the children join in with.

All sessions are booked via Arbor.

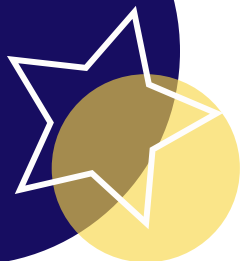
- Breakfast Club from 7:45am - £5.50 incl. breakfast
- Afterschool Club until 4.30pm - £6 incl. snack
- Afterschool Club until 6pm - £11 incl. packed tea

Breakfast includes toast or cereal while the after school club tea changes daily - items can include hot dogs, sausage rolls, cheese sandwiches, fruit, yoghurts, wraps and more!

Dietary requirements are always taken into consideration.

Summer Club

We also run a Summer Club for our children during the holidays. This is on for two weeks and runs from 9am-3pm at school. For prices and dates please check with the Office.



Friends of Ridgeway Primary Academy

FORA is a registered charity dedicated to supporting the education and well-being of pupils at Ridgeway. We are a friendly group of parents, grandparents and carers, just like you.

Throughout the year, we organise fun events such as sweet sales, themed activity days and discos. Together, we raise thousands of pounds to enhance school life and create memorable experiences for our children.

Funds raised have helped provide:

- Sports equipment
- Eco Shelter
- Play equipment
- Transport fees for school trips
- Sensory resources to support learning

All parents become members of the PTA when their child joins the school.

If you would like to get involved, whether by joining the committee or helping at an event, we would love to hear from you. You can contact us via social media, through the school office, or by emailing the PTA directly. Please follow us on social media to keep up to date with our events.



FORA_team@outlook.com



Friends of Ridgeway Primary
Academy





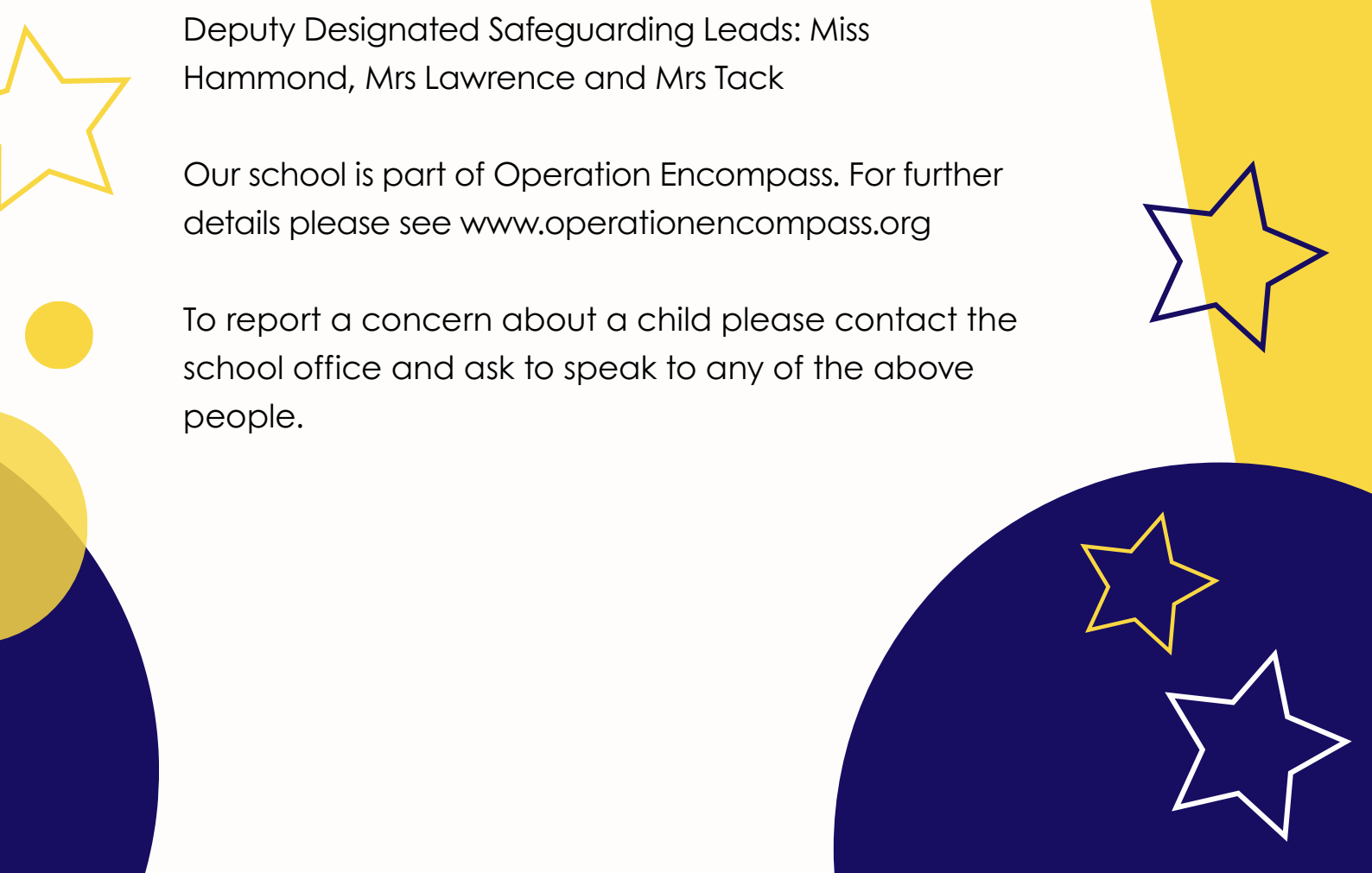
Safeguarding and Child Protection

Our school feels it is of the utmost importance to have good systems for protecting children and safeguarding their welfare, throughout all the activities that the school undertakes. This means that staff and volunteers must be alert to possible concerns about pupils, and to report these to the Designated Safeguarding Leads. The school has a safeguarding and child protection policy which is published on our website and can be found in the policy section.

Designated Safeguarding Lead: Mrs Applebee
Deputy Designated Safeguarding Leads: Miss Hammond, Mrs Lawrence and Mrs Tack

Our school is part of Operation Encompass. For further details please see www.operationencompass.org

To report a concern about a child please contact the school office and ask to speak to any of the above people.



Special Educational Needs & Disabilities

During their school career some children may have an additional learning need identified which calls for special educational provision to be made for him or her. Special needs may be long or short term and may be of a general or specific nature. Ridgeway is committed to the needs of all pupils and ensures access to a broad and balanced education in the mainstream of learning wherever possible.

Our Special Educational Needs Co-ordinator (SENDCO) is Mrs Tack. She works with staff, children and parents to ensure that the needs of all the children are met in the most suitable way. Our SENDCO can be contacted via the school office: office@rpa.learnat.uk or 01858 465800.

We follow the Code of Practice for SEN. Parents are informed and consulted at the initial stages of concern and then become more fully involved through the stages of the assessment procedure. Some children have an Educational Health Care Plan. This process is a cumulative result of evidence provided by parents, the school, the Educational Psychologist, and other relevant agencies, e.g. School Doctor, Occupational Therapist. Where an Educational Health Care Plan is put in place, then additional ancillary or teaching support is provided in school to enable each child to continue to access a broad and balanced curriculum.

Each child on the special needs register has a carefully planned programme of support to meet their needs and their progress is carefully monitored to ensure that placement on the register is still appropriate.

Data, Communications and Payments

We use a secure online system called Arbor to store and manage data. We will be sending you details soon about how to download and login to the free Arbor Parent Portal app which is how we capture all of the details about your child. You will be able to access information in the app about your child when they start school, such as attendance records, and also make payments and bookings for items such as trips, lunches and wraparound care.

Communications to parents, such as information letters and newsletters are sent by email. It is therefore very important that we have your correct contact details.

We have active Facebook and Instagram pages which we encourage you to join and follow. Information and photos are regularly shared here, with your consent, so it is very important that the permissions section in the Arbor Parent Portal is completed appropriately.



[ridgewayprimaryacademymh](https://www.facebook.com/ridgewayprimaryacademymh)



[ridgewayprimaryacademy](https://www.instagram.com/ridgewayprimaryacademy)

School Governors

Ridgeway Primary Academy is a member of Learn Academies Trust (Learn-AT).

Learn-AT has a Board of Trustees and Members who are responsible for overseeing all of the schools in the Trust. For more information about the Trustees please see Learn-AT's website.

Ridgeway's Local Governing Body works on behalf of the Trust Board in these key areas:

- Ensuring clarity of vision, ethos and strategic direction within the academy.
- Acting as a critical friend to the school; holding the academy's senior leadership team to account for the educational performance of the school and its pupils and the performance management of staff.
- Assuring Health and Safety procedures within their school.



For further details please visit our website
www.ridgewayprimary.org.uk/about-us/governors

School Policies

We publish our policies on our website:
www.ridgewayprimary.org.uk/key-information/policies

If you require a paper copy please ask at the school office.

Equality

We are committed to ensuring equality of opportunity for all pupils, staff, parents and carers irrespective of race, gender, disability, belief, sexual orientation, age or socio-economic background. We aim to develop a culture of inclusion and diversity in which all those connected to the school feel proud of their identity and ability to participate fully in school life.

We tackle discrimination through the positive promotion of equality, by challenging bullying and stereotypes and by creating an environment which champions respect for all. We believe that diversity is a strength which should be respected and celebrated by all those who learn, teach and visit us.



We are proud to be a member of Learn Academies Trust. Learn Academies Trust was established in 2016, and comprises a mixed family of 19 Church of England and Community Primary Schools across Leicestershire, including Leicester City.

Our Church Schools also benefit from being part of the larger family of 97 schools and academies within the Diocese of Leicester. All our schools are highly inclusive. Children and families from all faiths and none are welcomed, respected and embraced equally at every one of our schools.

We believe in the power of education to transform lives.

We commit, in courageous fellowship, to the restless pursuit of our core aims of equity, well-being and excellence.



www.learnat.uk



Term Dates

2026/2027

 Term days for children	 School holidays
 Staff training (in school)	 Staff training (disaggregated)
	 Public holidays

August					
M	3	10	17	24	31
T	4	11	18	25	
W	5	12	19	26	
T	6	13	20	27	
F	7	14	21	28	

September					
M		7	14	21	28
T	1	8	15	22	29
W	2	9	16	23	30
T	3	10	17	24	
F	4	11	18	25	

October					
M		5	12	19	26
T		6	13	20	27
W		7	14	21	28
T	1	8	15	22	29
F	2	9	16	23	30

November					
M	2	9	16	23	30
T	3	10	17	24	
W	4	11	18	25	
T	5	12	19	26	
F	6	13	20	27	

December					
M		7	14	21	28
T	1	8	15	22	29
W	2	9	16	23	30
T	3	10	17	24	31
F	4	11	18	25	

January					
M		4	11	18	25
T		5	12	19	26
W		6	13	20	27
T		7	14	21	28
F	1	8	15	22	29

February					
M	1	8	15	22	
T	2	9	16	23	
W	3	10	17	24	
T	4	11	18	25	
F	5	12	19	26	

March					
M	1	8	15	22	29
T	2	9	16	23	30
W	3	10	17	24	31
T	4	11	18	25	
F	5	12	19	26	

April					
M		5	12	19	26
T		6	13	20	27
W		7	14	21	28
T	1	8	15	22	29
F	2	9	16	23	30

May					
M	3	10	17	24	31
T	4	11	18	25	
W	5	12	19	26	
T	6	13	20	27	
F	7	14	21	28	

June					
M		7	14	21	28
T	1	8	15	22	29
W	2	9	16	23	30
T	3	10	17	24	
F	4	11	18	25	

July					
M		5	12	19	26
T		6	13	20	27
W		7	14	21	28
T	1	8	15	22	29
F	2	9	16	23	30

We are excited to welcome you to Ridgeway....

Starting school is a very special milestone and we can't wait to see our new starters grow, learn and shine with us.

If you have any questions at any point, please don't hesitate to contact the school office, we're always happy to help.

Over the coming weeks and months, we will send out further information to help you and your child feel fully prepared and confident for their first day.

Your school journey begins here...



www.ridgewayprimary.org.uk



01858 465800



office@rpa.learnat.uk



The Ridgeway, Market Harborough
LE16 7HQ