

Dear Parent

13th October 2017

My name is Mrs Sarah Hill and I have worked most recently in the Behaviour & Standards Team and as the Attendance officer. I have supported many of our students over this time and am looking forward to meeting and helping many more in this new role. Following the October half term holidays, I will be taking on the role of Pupil Premium Manager at The Ridgeway School.

My contact details are:

Phone - 01793 846111

Email – hills@ridgewayschool.com

There is a lot of Pupil Premium information on our website under “Life at Ridgeway”, along with a link on how to apply for Free School Meals. Click “check eligibility for free school meals” and the link comes up for you to apply. Please let me know if you cannot find what you are looking for and I will be happy to help.

Pupil Premium Students are identified by the Government as belonging to one, or more, of the following categories:-

- In receipt of free school meals
- Who have at some point in the past six years, received free school meals (known as Ever 6)
- Are looked after
- Adopted
- AT least one parent is in the armed forces, either currently or in the last 5 years (known as Ever 5)

I am in the process of checking we have all the correct pupil premium information on our records. If you think your details are incorrect or you are no longer eligible for pupil premium, please let me know straight away so these can be checked and updated.

If you feel that you may be entitled to free school meals and you have not already applied, please do, as any monies will be used to support your child in school. The extra funding we receive will be used to help ensure your child achieves their potential and are not disadvantaged in any way.

Our intervention strands aim to address:-

- Full access to our mainstream curriculum
- Address inequalities
- Ensure progress is at least in-line with non-pupil premium students
- Provide personalised pastoral support
- Full access to our extra-curricular activities
- Attendance above 95%

Uniform:-

If your child is entitled to pupil premium funding, they will be eligible for up to £40 per year to help buy their school uniform. So that we can refund this money to you, please let us have the original receipts (within 4 school weeks from the purchase date) along with a covering letter letting us have your sort code, bank account number and the bank account payee name (not the bank name), so we can process the payment and pay the money back into your account.

If you are buying uniform from the school shop, please let us know before you go and we will let them have the details so you can purchase clothing straight from the pupil premium fund.

Trips:-

If the trip is based around the curriculum and essential for your child's school work, we will look to fund up to 75% of the trip with a minimum of 25% being paid by parents. Presently the year 7 camping trip is included in this. Where trips are not curriculum based we will look to fund up to 25% of the trip with the balance paid for by parents. Pupil premium will not cover out of hours trip/activities.

Attendance:-

In order to give your child the best possible chance to achieve their potential we need them in school every day. The school day starts at 8.45am, with the am mark given during period 1 and the pm mark during period 4 at 12.10pm.

If your child is off school could you leave a clear message on the absence line, 01793 846100 option 1, giving the reasons for the absence. This will need to be done for each day of the absence.

If they have a medical appointment or other planned absence, could you please let your child's mentor know and write the details in their planner. Please arrange appointments after school hours where possible? Students need to be in school before and after their appointments, wherever possible.

By Christmas, I hope to have met every pupil premium student, so I can get to know them better and understand the best way to support them in school. I would very much welcome any feedback from yourselves so please do get in touch. I very much look forward to working with you and the students.

Kind Regards

Sarah Hill

Pupil Premium Manager

The Ridgeway School & Sixth Form College

E-mail hills@ridgewayschool.com

Telephone 01793 846111