



Raglan  
Primary  
School

# School Prospectus



## *Dear Parents & Carers,*

Our school is about nurturing, challenging, and developing the 'whole child' as individuals, so they are ready and resilient to take on the subsequent phases of their learning and life.

The students feel a sense of pride and belonging to our school community, with a genuine love of learning. They leave us as caring and compassionate young people. They are immersed in lessons that are rich in knowledge, fun, engaging, and enjoyable.

At our school, learning is for everyone! Paramount to our school is that we all learn every day. Everyone has equal access to our curriculum and is encouraged to face every learning challenge confidently.

Our children are the driving forces in sustaining and improving our culture and environment here at Raglan. We are committed to ensuring that every child feels cared for, nurtured, challenged, engaged, and empowered to be all they can.

We have a rich history and have been serving families for over 125 years.

We function as a two-form entry co-educational primary school with a specialist provision for students that need extra help with speech and language. We also have a nursery for preschool children. We are committed to ensuring that our whole school provision, and its curriculum offer, enable all children to reach their full potential.

Our school provides children with a computing infrastructure that includes a sound booth, a green screen, and Apple computers. We have a staging area, sound and lighting facilities for our concerts and productions, and a purpose-built gymnasium.

There is a thriving PTA called Friends of Raglan (FoR). They are integral to the success of our school and work tirelessly organising events and fundraising. All funds are invested in the school, further strengthening our children's learning experiences. I would encourage all parents to get involved with the FoR and become part of a wonderful team of committed parents.

At Raglan, we enjoy strong links with organisations of the wider community, working closely with Whitehall Rec, Chatterton Village, local secondary schools, faith groups, and senior citizens.

We pride ourselves on being an Eco-School, and our environmental work and reputation are well known throughout the borough. Our school offers an excellent range of musical tuition, which we actively encourage. Our curriculum does not finish at the end of the day. There is an abundance of clubs that children have access to. Ran by staff, external providers, and volunteers who give up their time generously.

We are an incredibly friendly school and welcome all parents and carers as partners, working together to promote high standards of learning and behavior so that the children of Raglan become the best local, national, and global role models and citizens.

Thank you for choosing our school. I look forward to working with you all and further strengthening our already thriving school and the children it serves.

*Matt De Freitas*

Headteacher

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# Our School



## Our Motto

Learning Is For Everyone@Raglan (LIFE@Raglan) as we believe, through learning, we all have an opportunity to improve the world around us.

## Our Ethos

Raglan is an inclusive school at the heart of the local community. We provide a welcoming, safe learning environment built on mutual respect and trust where we challenge, encourage and inspire all to reach their full potential and achieve positive emotional, social and physical wellbeing.

## Our Vision

Raglan is a forward thinking learning community where everyone makes outstanding progress and feels safe, included and valued. It is a place where staff, Governors and parents work collaboratively to provide a creative, aspirational and inspiring learning adventure.

Our children love to learn, welcome challenge and are not afraid to make mistakes. They are confident, curious and questioning and will become active and informed global citizens able to succeed in a complex, changing world.

## Our Values

Our aim is to work with the whole community in the nurture and education of our children.

We focus on providing a safe and nurturing environment where children feel

accepted, included and able to take on new challenges.

We work actively to ensure that all children and adults are given every opportunity to achieve, to recognise their own worth and to play an important part in our community.

We expect and work towards high achievement for all pupils. Our curriculum drivers detailed below underpin the direction and development of all areas of the school life and ensure our curriculum is enriched and personalised in order to meet the needs, interests and ambition of our children and families.

## Curriculum drivers

**Initiative - Get up and Do It**  
We will give children opportunities to think critically and develop resilience by embracing challenges, overcoming difficulties and solving problems. By igniting the natural curiosity of our children we enable them to become independent learners and empower them to question and challenge their own and others' thinking.

**Environment - Make a Difference**  
We want our children to see the world through the eyes of others by developing an understanding of global issues. We empower our children to be champions for change, knowing that they will leave a legacy. We encourage our children to have a positive and sustained impact on the environment around them and to be proactive promoters of Raglan eco values.

## Community and Diversity

**- Belonging and Mattering**  
Our school provides opportunities for the children to embrace the diversity of the school, local and international communities to which we all belong. Through their learning and the curriculum we offer the children will develop a sense of fairness and empathy in order to make a positive impact whilst building genuine relationships. We believe in the power of the school community to change and enhance lives.

**Communication - Find Your Voice**  
We believe that helping our children express their thoughts, ideas and feelings with confidence is an important part of their personal development and wellbeing. Children have a right to be heard – their voice is important. They will have access to a wide range of carefully planned opportunities and experiences that will support them to develop a rich and broad vocabulary enabling them to communicate with confidence in a variety of situations.

We support children to develop personal goals and characteristics that will equip them to be successful in an ever changing world. At Raglan we build positive relationships, embrace diversity, show initiative, communicate confidently, challenge ourselves and are champions for change.

We make sure that all children have the opportunity to learn to the best of their ability and to their individual academic achievement.



**Pupils do their utmost to demonstrate the Raglan values of being kind, ready, safe, resilient, confident and independent”**

- Ofsted 2023

## Admission

Raglan Primary is a school for boys and girls from 4-11 years of age with a Nursery, and a Speech & Language provision. We are a two form entry school with a published admission number of 60. Should this number be exceeded the set criteria for admission will be used when offering places. Places are allocated according to the school's published criteria which are, in priority order:

- Looked After Children (Children in Public Care)
- Medical & Social (exceptional circumstances)
- Siblings
- Children of staff members
- Proximity of the home in relation to the school

Admission into the Reception year is by application on the London Borough of Bromley's Common Application Form; the application process is set out in a booklet published each September. Pupils wishing to transfer into the school at other stages must apply through the London Borough of Bromley and places are allocated using the same criteria. Admissions to our Nursery is managed directly with the school and applications can be found on our website. Full details of our admission criteria can be found on our website: [raglanprimaryschool.co.uk](http://raglanprimaryschool.co.uk)

## Starting School

We organise an Open Morning each November for prospective parents to see our school in action. This is always very well attended and has proved to be one of the many highlights of the year!

Offers of places are made by the London Borough of Bromley (in accordance with the criteria set out on the facing page), following which a meeting is arranged in June for all parents of new Reception children to learn about Raglan. At this meeting the Headteacher will give an introductory talk and the children will have a 'stay & play' session in Reception.

Children come with their parents for an afternoon visit in the term before they are due to start school. This gives them the opportunity to meet their teacher and be familiar with their new environment before they start school.

We operate a staggered start for Reception children. This is to ensure all of the children settle and feel happy and secure in school.

## Speech & Language Provision

The Speech and Language provision which is attached to the mainstream school has places for 30 pupils with EHC plans, ages 4-11 from all over the borough. The children from this provision integrate into mainstream classes where possible, with support from the provision staff. Admission to the provision is not through the usual admissions route but is decided by the Special Needs Group.



Parents and carers with a child who has a disability or special need should, in the first instance, apply to the local authority. If possible the application form should be accompanied by professional documents. In-year admission applications should be made via the Special Educational Needs team on 020 8313 4739.

## Organisation

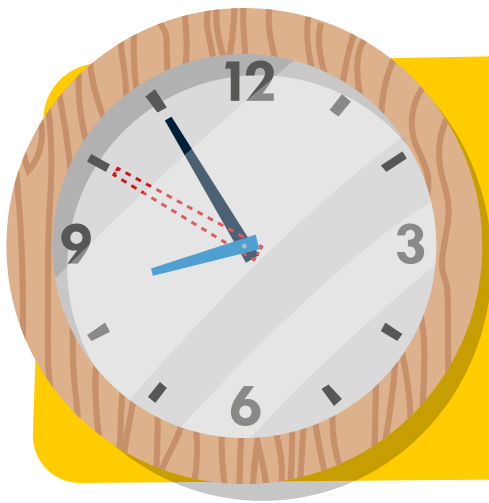
Our school has sixteen classes including a Lower and Upper Language Provision plus a nursery. We have developed our own curriculum which is based on the National Curriculum but is bespoke to meet the needs of our learners. The learning is planned jointly in year groups with close liaison, communication and support from our specialist teachers and our teaching assistant team. Year groups share the preparation of the learning, drawing on different experiences, knowledge and expertise to ensure the learning is relevant to meet the needs of all of the children.

## Links with Other Schools

We ensure that all transfers between schools are planned, monitored and supported to enable successful outcomes. We collaborate with children, parents & carers and other support services where appropriate to make joint planning arrangements. We enjoy successful partnerships with local secondary schools and actively engage with a number of other local schools.



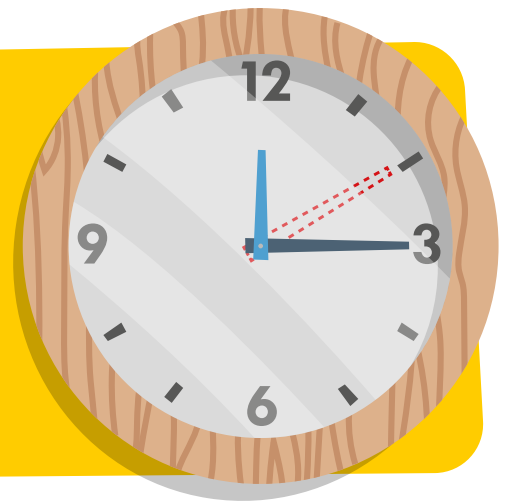
## Times of the Day



### Morning School

8.55am - 12.15pm  
Upper School KS2

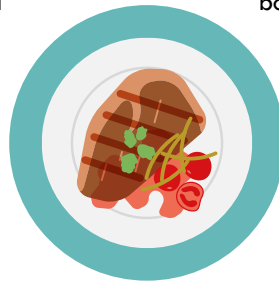
8.50am - 12.10pm  
Lower School KS1



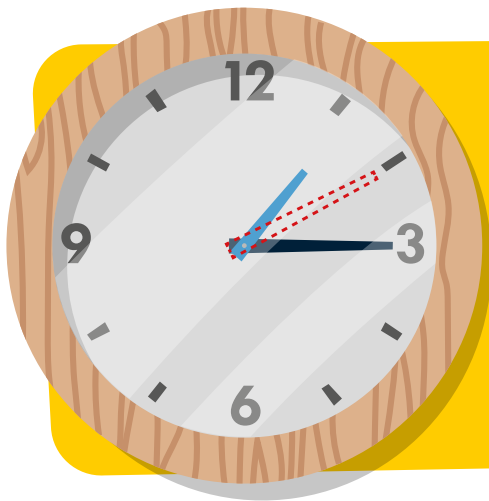
## Lunch

School lunches are prepared onsite by our hardworking and dedicated kitchen team. We have achieved a five star rating for hygiene and nutrition. The vast majority of our children have a school lunch. Those children requiring a school lunch pay half-termly in advance online via Arbor. We encourage parents to pay via Arbor there is a link to this on our school website.

For children who wish to bring a packed lunch to school please ensure that it contains a healthy



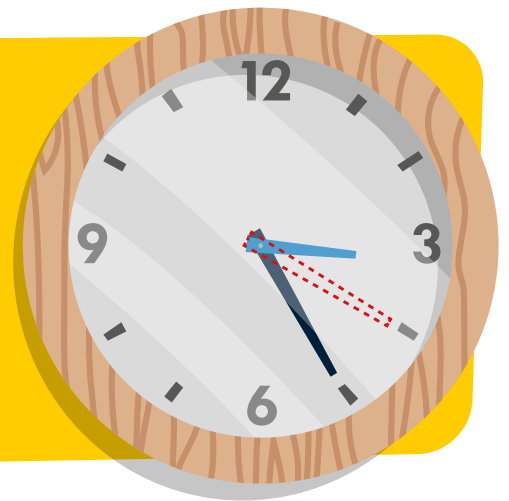
balance and avoid chocolate and sweets. Please label lunch boxes clearly with your child's name and class. No glass containers, fizzy drinks or nut products please (including peanut butter sandwiches). Reception and KS1 children are entitled to Free School Meals. If you think you may be entitled to free school meals once your child is in KS2 please apply as soon as your child starts school as this brings much needed additional funds into the school. Please apply online via [www.bromley.gov.uk](http://www.bromley.gov.uk) or the link on our website.



### Afternoon School

1.15pm - 3.25pm  
Upper School KS2

1.10pm - 3.20pm  
Lower School KS1



We have a 'soft start' in the morning. This means that children may enter the school 10 minutes before the official start time. Children must be in school each morning by 8.55am for Lower school children and 8.50am for the Upper school. Electronic registration takes place in the morning and afternoon. A member of staff is on duty from 8.40am. Children are the

responsibility of parents and carers before school and should not be in the playground unsupervised before this time. Children are encouraged to cycle or ride their scooters but must dismount and walk once they are in the playground. There is a bicycle shed to store the vehicles during the school day. These are left at owners' risk.

Children must attend school for 190 days.

The school has closures for staff training, these are advertised in our term dates and published on our website. Closure dates do not effect the 190 days that children must attend school.

## Uniform & Equipment

We pride ourselves that we're a completely inclusive school, this means all children can choose from the following uniform.

### School Uniform

Please label all clothing

Labels can be ordered through Friends of Raglan - see information pack for details - or use a permanent laundry marker



School tie

Blue blouse

Navy skirt/navy trousers  
or  
Pinafore dress  
or  
Blue/white check dress  
(Summer term only)

Blue v-neck sweatshirt/  
cardigan with logo

White socks or navy tights

Plain black shoes

**NO BOOTS OR TRAINERS**



### PE Kit

Navy T-shirt

Navy shorts or navy tracksuit bottoms

Plimsolls or trainers

We have these items available to purchase from the School Office.

School ties - **£6.00**

Book bag - **£5.00**



School tie

Blue shirt  
or  
Blue Polo with badge  
(Summer term only)

Grey trousers - short or long

Blue v-neck sweatshirt with logo

Grey socks

Plain black, brown  
or navy shoes

**NO BOOTS OR TRAINERS**

Uniform is available from:

**My Clothing**  
www.myclothing.com/  
raglan-primary-school/6199.school

**Bromley Schoolwear**  
51 High Street, Bromley  
020 8460 0032  
www.bromleyschoolwear.co.uk



# Our Team



**Headteacher**  
Mr Matt De Freitas



**Deputy Headteacher**  
Mrs Danielle Mead

## Teaching staff

Mr J. Boorman	Mrs E. Ingrey English Lead
Mrs R. Duller	Mrs S. Johnson
Miss H. Donnelly	Miss G. Jacobs
Miss R. Ezinwa	Miss I. Lowe
Mr L. Farmer Maths Lead	Mrs C. McLaughlin
Miss M. Goulds	Miss G. Proctor
Miss K. Grange	Ms J. Ramsdale
Mrs V. Hardstone	Mr P. Sykes

## SENCo/Head of Additionally Resourced Language Provision

Mr. M Hunter

## Language Class Teachers

Miss F. Reid-Smith

Ms M. O'Brien

## SENCo Assistants

Miss L Dray

Mrs K Allen

## Office Staff

Mrs L. Lisle

Mrs S. Palmer-Ralph

Mrs K. Schaper

## Premises Team

Mrs E. Prescott and Mr I. Smith

## Learning Mentor/ Family Support Worker

Mrs S. Collins





At Raglan we are passionate about providing a creative and inspiring learning environment where everyone is valued.

The Local Governing Body which is made up of parents, staff and representatives of the community, work together to secure the success of our School by providing both challenge and support. Working closely with both the Senior Leadership and the Connect Schools Academy Trust (CSAT), Governors are charged with setting the strategic vision of the School and ensuring its successful delivery through a cycle of constant improvement.

As Governors we are very proud of the achievements of our children and staff at Raglan and we look forward to welcoming you to our school community.

**James Faiers**  
Chair of Governors

# Raglan Governing Body

## Chair of Governors

Mr J. Faiers

## Parent Governors (Elected)

Dr J. Reed

Mrs Kirby Elliott-Wilson

## Appointed Governors

Dr O. Bowen-Wright

Mr J. Butterworth

Mr T. Fasanya

Mr S George

## Staff Governors (Elected)

Mr M. Hunter

Miss M. Goulds

## Headteacher

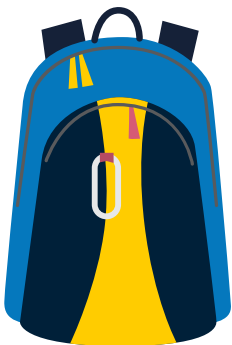
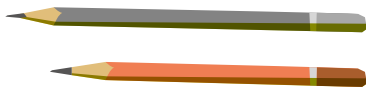
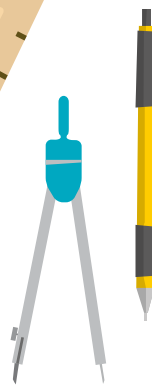
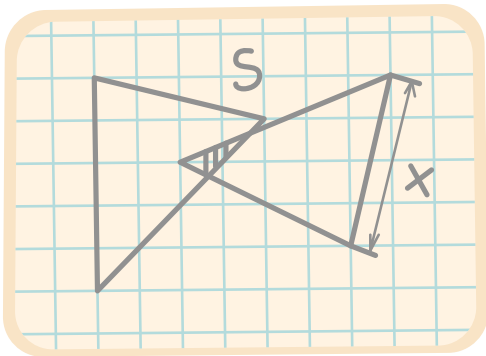
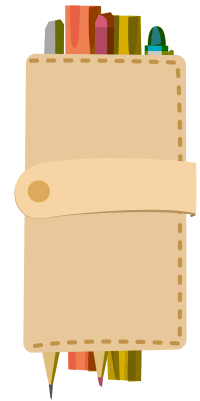
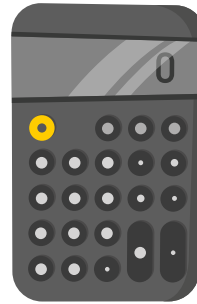
Mr M. De Freitas



**Older pupils proudly take on leadership roles and are positive role models for younger members of the school”**

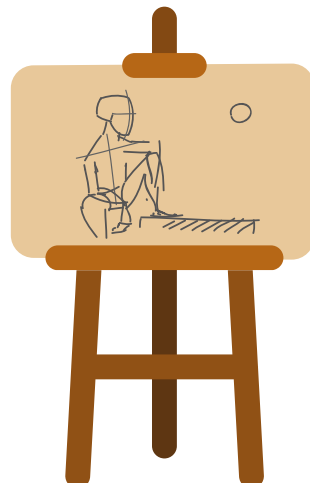
- Ofsted 2023

# Curriculum



At Raglan we aim to give children the security and structure that they need to grow personally and to achieve academically."

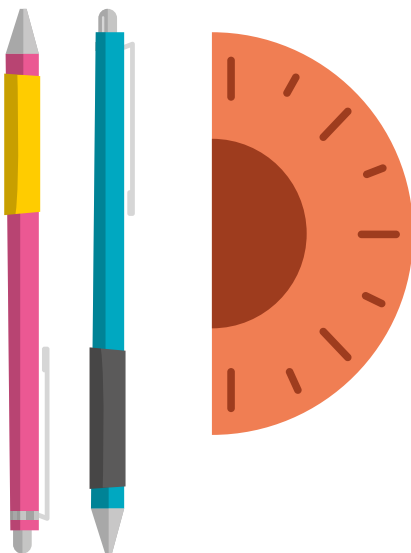
We want all our children to experience success and enjoy their learning whilst at school through an engaging, broad, balanced and relevant curriculum. We aim to provide for the full academic, personal and social development of each child, and to encourage pupils to work and think independently, to question and to make decisions.



The curriculum is designed to develop in all children:

- a love of learning
- a positive sense of self
- the ability to challenge and question
- high standards in literacy, numeracy and computing capability
- the ability to identify and solve problems independently, as individuals and in co-operation with others
- the ability to discover facts accurately and apply them
- the ability to express themselves through the arts and to appreciate art and creativity of others
- the ability to work well with others showing social skills of co-operation and leadership, mutual respect, understanding and support
- the motivation and ability to build on strengths and learn from mistakes
- an understanding of the local, wider and global communities

Through a variety of teaching methods and strategies, we inspire the children with an enthusiasm for learning and a desire to explore, which prepares them for future.



## Early Years Foundation Stage

All children are taught the Early Years Foundation Stage Curriculum in Nursery and Reception. The seven Areas of Learning in the Foundation Stage are:

1	Personal, Social & Emotional Development
2	Communication and Language
3	Mathematics
4	Literacy
5	Physical development
6	Expressive Arts & Design
7	Understanding the world

Each of these areas has its own learning goals. By the end of Reception, most children should have made significant progress towards achieving these goals.

## Key Stage One (KS1) & Key Stage Two (KS2)

The children are mainly taught by their own class teacher, but they are provided with an opportunity to be taught by specialists in music and sport.

Our children are generally taught in their mixed ability class groupings. We recognise that children are better or more confident in some areas or subjects than others and they learn and develop at their own pace and in their own way and so we use a mixture of learning methods and plan appropriately to cater for different learning styles. This way we ensure that all children are able to succeed. The learning is appropriately differentiated (either simplified or extended) to match and challenge all ability levels.

We have recently reviewed our curriculum to ensure that it meets the needs of all of our learners and offers a clear progression in knowledge, skills and content across each year.

We have identified threshold concepts in each curriculum area that support the children to develop links across their learning. Each concept has progression indicators called Milestones which outline the knowledge required to understand each concept.

The children also follow a Relationships, Sex and Health Curriculum (RSHE) and a personal, social and moral curriculum.

Through these curriculum areas they learn about:

- their own identity
- perspectives of right and wrong
- how societies including the UK function
- their responsibilities as young citizens locally and internationally

Through the curriculum we offer we aim to lay the foundations for adult life in 21st Century Britain, as well as encouraging understanding and respect for other cultures and societies.

Personal, Social, Health and Citizenship Education (PSHCE) understanding is also promoted throughout the units. As our children develop knowledge, skills and understanding in subject areas they are also learning about:

- their own identity
- perspectives of right and wrong
- how societies, including the UK function
- their responsibilities as young citizens locally and internationally

These aspects, in turn support our work in promoting Raglan values and the British values of democracy, individual liberty, rule of law and mutual respect which are fundamental values developed to support social unity.





# At Raglan we...

- 1 Build positive relationships - work well with others, have a sense of fairness and empathy
- 2 Embrace diversity - appreciate and respect our own and other cultures and challenge discrimination
- 3 Show initiative - think critically, embrace challenges, solve problems
- 4 Communicate confidently - express our thoughts, ideas and feelings with confidence
- 5 Challenge ourselves - show resilience, develop independence and always try our best
- 6 Are champions for change - have an understanding of global issues, feel confident to question and are proactive promoters of Raglan eco values
- 7 Value and support emotional wellbeing - encourage positive thinking, discuss our emotions and seek and accept help from others

## Core Subjects

### English

The development of language and literacy is at the heart of everything we do. We want our children to leave primary school as confident and skilled readers, writers, listeners and communicators. Emphasis on this starts in Nursery and continues right the way through to Year 6.

We use a text-based approach to teach literacy. The children experience outstanding books and an English curriculum that is creative, engaging and develops a love of both reading and writing. There is a real emphasis on the children being exposed to good quality texts from an early age.

In English lessons, the children explore these texts as they provide models of vocabulary and composition, as well as exciting opportunities for writing. The children at Raglan become authors themselves as they plan, write and improve their own texts.

We have recently reviewed our approach to the teaching of reading to ensure a love of reading is encouraged and promoted through the school. Every day, the children have time to enjoy

books on their own or hear stories. Every classroom has an exciting book corner that is stocked with a range of quality fiction and non-fiction texts, which the children can access throughout the day or borrow to take home. We also have a fantastic, up to date library space. A love of reading is also fostered in activities and events such as World Book Day, author visits, 'buddy reading' where older children read with younger children and opportunities for parents to come into school to read with children.

Starting in Reception, children read in small, guided groups with an adult, where the focus is on decoding and comprehension. Children move to whole class reading in KS2 where they are taught key reading skills and how to analyse the whole class text.

From Nursery to Year 2, we also teach children to read and write using our Raglan Phonic Scheme and children receive fun daily sessions to develop their phonic knowledge.





## Mathematics

Maths is taught daily as we feel the importance of the children being fluent in the fundamentals of mathematics, as well as developing problem solving and reasoning skills is important.

We use a split-input approach, where children receive teaching that is pitched appropriately at their level.

All years cover a variety of concepts such as number, calculation, money, fractions, measure and shape. We teach written and mental strategies for adding and subtracting, division and multiplication. We also teach core skills such as number bonds, partitioning, rounding, times tables and related division facts. These concepts are revisited regularly, so children are constantly practicing and using these core skills. All children can use the online resource 'Mathletics' to support their learning. Maths Breakfast clubs give

parents the opportunity to solve maths problems with their children.

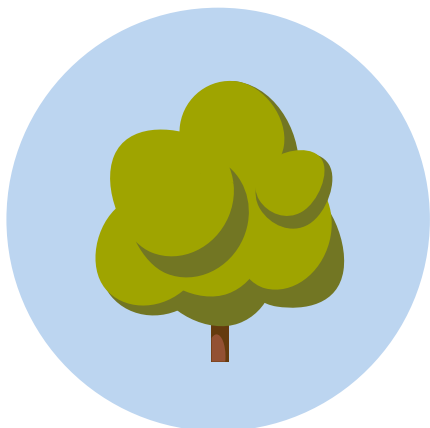
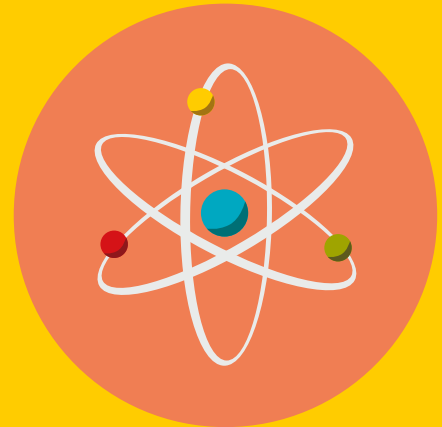
We encourage our children to become confident problem solvers. There is a range of opportunities to apply their mathematical knowledge, and show their ability to be systematic, logical, to find all possibilities and to find the rules and patterns that support their conjectures. It is also important that the children are able to reason mathematically. There are regular opportunities to apply and explain their understanding, demonstrating a depth of knowledge.

Throughout the school, children use a range of manipulatives to support their understanding in Maths lessons. We use Numicon, Dienes, bead strings, counters, 100 squares and multi-link as well as many more resources.

## Science

We aim to develop pupils' enjoyment and interest in science and an appreciation of its contribution to all aspects of everyday life. We wish to build on pupils' curiosity and sense of awe of the natural world through the use of a planned range of investigations and practical activities. At the same time, the children will be

able to develop their ability to plan fair tests, make predictions, record results using computing, diagrams, graphs, tables and charts and to make generalisations about their learning. We also value the use of scientific vocabulary and model this with our children, encouraging them to use it to explain their scientific thinking.



## Environmental Education

Sustainability is a vital part of the future of our children and that is the reason why Environmental Education is embedded into our curriculum. We use a cross curricular planning approach, to engage and enthuse young learners. We believe that fostering a nurturing ethos within the school community enables children to empathise and develop social awareness. Our children have been involved in numerous eco projects and know the importance of caring about and safeguarding the natural world.

We have a well-documented history of raising the awareness of the whole school community to green issues through our

assemblies, themed events, provision of new resources and recycling. We have been asked to help steer local authority strategy on environmental education.

We are very lucky to have our own outdoor learning area, which children in Reception, Year 1 and our Language Provision use on a weekly basis. Through hands on learning in a natural environment the children develop confidence and positive self esteem and a strong and positive relationship with their natural world. During outdoor learning time the children are encouraged to initiate and drive their own learning and development.

# Foundation Subjects

## Geography

Through our Geography teaching we strive to stimulate interest in, knowledge of, understanding of, and concern for the local environment and for people and places in more distant locations. We foster positive attitudes and values towards environmental issues and the great diversity around the world. We encourage curiosity, interest and enjoyment in learning through creative teaching. Children are encouraged to ask and find answers to geographical

questions and communicate their findings. The children learn to use maps to locate cities, countries, mountain ranges, rivers, seas and oceans.

They use atlases, photos and the internet to explore the environment and economics of those countries. They then use the skills they have developed in literacy, numeracy and computing to report and record their findings.



## History

We do not view History as simply facts and dates, but see it as a chance to explore the past in an exciting way. Key themes are revisited regularly and the children are given opportunities to ask questions, search for evidence and to examine how and why things have changed and the impact of these changes.

We want our children to be open minded and enquiring thinkers who understand how people have lived in the past and begin to make links between the past and modern times. We encourage first-hand experience wherever possible. Field work visits and in-school workshops play an important role in all year groups to engage young learners with practical experience of the past.

## Modern Foreign Languages (MFL)

French is taught each week in KS2 classes. This is taken by the class teacher and supported by a specialist MFL programme we call 'Primary Languages Network'. In KS1, a less structured scheme of work is followed incorporating songs

and games to build confidence and enjoyment. The resource has proved to be an ideal way to engage and stimulate learning in a fun and enjoyable way.





## Computing

Modern technology is changing the way we live and work. We constantly equip our children with the necessary skills so that they can feel confident in our ever changing world. We take online safety very seriously. Our children need to learn how to manage it all so that they have an opportunity to access and become competent users. The children learn how to safely navigate the internet and communicate through emails, develop digital photography skills, use sound and video recording equipment and access a

wide variety of software in our state of the art Multi Media suite.

We aim for our children to use and apply information technology skills confidently and independently to support and extend their learning. We hope to develop a culture where the use of technology becomes second nature to our pupils, thus ensuring they are ready and able to embrace the technological advances in their futures with skill and enjoyment.

## Art

Art, craft and design stimulate creativity and imagination. We provide a rich environment in which we encourage our children to communicate through the use of colour, texture, form, pattern and materials. We use the local environment to stimulate ideas and start some aspects of our art work.

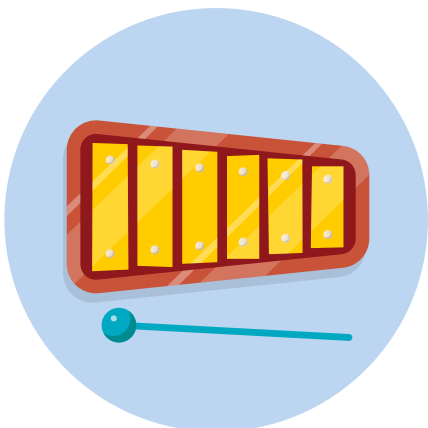
Art, at Raglan, gives children a lot to look forward to! Investigating lines, shapes, colours and textures help our children with the basics and enable other work such as 3D and printing to happen. We try to inspire our children in art by using the skills and talents of professional artists to work alongside us and use cross-curricular topics to inspire the children's imagination.



## Music

Music is a key part of life at Raglan. We have been awarded Music Mark School membership in recognition of the importance we place on music here at Raglan. We employ specialist Music Teachers and are fortunate to have very talented staff, who provide children with many opportunities to use their voices. Children in KS2 have the opportunity to join the school choir. .

Other music lessons including piano, guitar, violin, saxophone and drums are available, for a fee, provided by peripatetic members of the Bromley Youth Music Trust (BYMT). Forms are available on the school website, but lessons are arranged directly with BYMT. We encourage our children to take part in local events outside of school and also invite professional singers and musicians from a variety of cultures to perform and work with the children.







## Religious Education

The school is not affiliated to any religious denomination but Religious Education is part of the curriculum, to be included as part of the school day along with the other humanities subjects. We take care not to indoctrinate children in any way and views on all religious matters are expressed in a balanced way. The emphasis is on moral and spiritual growth, with an introduction to Christianity, Judaism, Islam, Sikhism and Hinduism. We embrace and celebrate diversity, including various religious

festivals which underpin our school ethos. We adopt the principles set out by Bromley SACRE syllabus. Parents have the right to withdraw their child from RE lessons and from daily acts of collective worship.

**Please discuss this matter with the Headteacher if you wish to withdraw your child.**

## Sex & Relationship Education

Our children are given opportunities to consider and reflect on the wide variety of different relationships they have with others. Children build on their relationship and social skills through the delivery and teaching of Personal Social Health & Citizenship Education (PSHCE) and aspects of the Science curriculum.

Work on relationships and growth is done throughout the school. We now use the FPA's scheme 'Growing up with Yasmine and Tom'.

EYFS learn about external body parts, looking after babies, keeping safe in the house, feelings such as sadness and relationships with friends.

Year 1 focus on keeping clean, people who can help them to keep safe, different emotions, online safety and differences.

Year 2 explore keeping safe out and about, taking care online, similarities and differences, life cycles including different ages and internal body parts.

In Year 3, the children learn about the sexual body parts, keeping clean, keeping safe, managing their feelings, online safety, different types of families and what makes a good friend.

Year 4 are taught about growing up and getting older, what personal space is, identifying risk, expressing feelings, getting on with your family, online safety and the jobs that people do.

In Upper Key Stage 2, Year 5 learn about puberty, periods, assertiveness and saying no, good and bad touch, people who can help them, how to talk about their concerns and feelings, social networking, sending pictures and cyber-bullying.

Finally, in Year 6, the children learn about sexual intercourse, the different ways babies are made (including assisted fertility), multiple births, how babies are born, trust, peer pressure, sexual orientation, discrimination and equal opportunities.

The children within the Speech and Language Provision are placed where it is felt most appropriate and with support.

Parents are invited to view the material prior to the material being presented to pupils.

Parents have the right to withdraw their children from the non statutory components of sex education within RSE. All children are expected to learn the content of the Science Curriculum and the Relationships curriculum.

If a parent wishes their child to be withdrawn from any part of the sex education curriculum they should discuss this with the Headteacher, making it clear which aspects they do not wish their child to participate in and confirm their request in writing. Requests will be placed on a child's record.



## Design Technology

Design and technology prepares children to take part in the development of their own design and make skills.

Our aims are:

- to develop imaginative thinking in children and to enable them to talk about what they like and dislike when designing and making
- to enable children to talk about, develop and improve their making skills

- to foster enjoyment, satisfaction and purpose in designing and making
- to encourage children to be problem solvers

Design Technology is a subject all children can enjoy individually or as part of a team and gives them the opportunity to become innovators of future designs.



## Wellbeing & Mental Health

At Raglan we recognise the importance of positive mental health and wellbeing and the impact that this has on children's self-esteem and achievements. We actively promote and develop wellbeing by creating an environment where children and staff feel safe, happy and able to talk about their feelings and emotions.

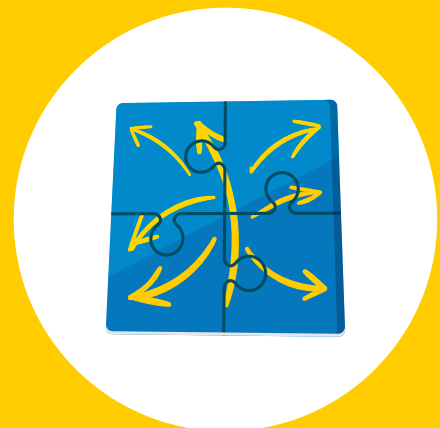
We value the importance of positive relationships and respect and embrace differences between people. All staff have received wellbeing training to enable them to support their own wellbeing and also that of the children in the school.

Our in class worry boxes and Listening ear enable children to discuss concerns in a safe environment and our pastoral team provide additional support to children and their families.

## Personal, Social, Health & Citizenship Education (PSHCE)

We aim to promote healthy, independent and responsible members of society. We encourage our pupils to play a positive role in contributing to school life and the wider community. Our children are given opportunities to develop confidence, self-motivation and an understanding of their rights and responsibilities within our diverse society.

The PSHCE curriculum is taught in a variety of ways; as part of RE, through 'circle times', through science topics and through outdoor educational visits and activities. Through PSHCE assemblies, peer monitors, playtime buddies- we build positive relationships between staff and pupils.





### Pupil Voice

We have an elected School Council, Agents for Change, Travel Ambassadors, Digital Leaders and Eco Councillors who all make a valuable contribution to school life. Pupils are encouraged to take an active part in their learning and to make decisions

about their learning and their school. During their time at Raglan, children will have many opportunities to express their views and contribute to school development, through organising events, fund raising, pupil surveys and questionnaires.

### PE & Games

A healthy lifestyle is vital for a child's well-being and keeping fit is an important part of this. We want to inspire children to feel enthusiastic and excited about sport. We strongly believe that, by providing them with different opportunities in the curriculum and in after school clubs, they will then want to develop and nurture these experiences outside of school. In Physical Education children learn about the need to warm up in preparation for, and cool down after, exercise. All children receive a range of PE and Games activities developing skills, techniques and rules for the following games: football, cricket, hockey, netball, rounders, tag-rugby and athletics.

The school gymnasium hall is equipped for gymnastics, dance and movement and also houses some of our after school clubs. The school offers a range of clubs for the children to join using both staff strengths and the skills of external sporting coaches. Year 4 pupils enjoy 5 hours of swimming lessons at a local pool in order to learn to swim at least 25 metres. Children that have not reached this target are offered additional swimming lessons. As well as engaging in a wide range of activities in PE & Games in school, we participate in several inter-school events such as the Borough cross-country race, cricket and football tournaments.



### Additional Educational Needs

We operate a policy of equality of opportunity, access and inclusion.

We recognise that some children have additional needs, that these may be short or long term and that there is a wide definition of the term 'special needs'.

In meeting children's needs, the school follows nationally and locally described guidelines.

If, after discussion with parents and carers, a child is considered to require more specific or urgent help, the school can refer to various external support services with whom we work closely. The SEND pathway (flow diagram) is available on the website.

Where our children are of the highest ability and may well have special gifts and talents, we plan for differentiated and personalised learning so that these gifts, talents and strengths are nurtured in our school.

## Arrangements for Pupils with Disabilities

We uphold children’s right to education and recognise the diverse educational needs within our community. We know needs may change and require a range of provision. We have a duty to offer that provision where we can, to foster inclusion and provide full educational access.

Some children need increased support to access learning because:

1 they have a significantly greater difficulty in learning than the majority of children of the same age;

2 they have a disability as defined under the Equality Act 2010, which affects their ability to access and benefit from the educational opportunities generally enjoyed by children of the same age.

We will try to ensure that all barriers to equal access in our schools are removed or overcome. We monitor and track progress of all children so that the support provided is as effective as possible. We welcome the full engagement of parents and carers and where necessary seek support and advice from specialists outside school to ensure we develop and maintain a range of flexible resources to meet the needs of all children.

Provision made for children with disabilities at our school include:

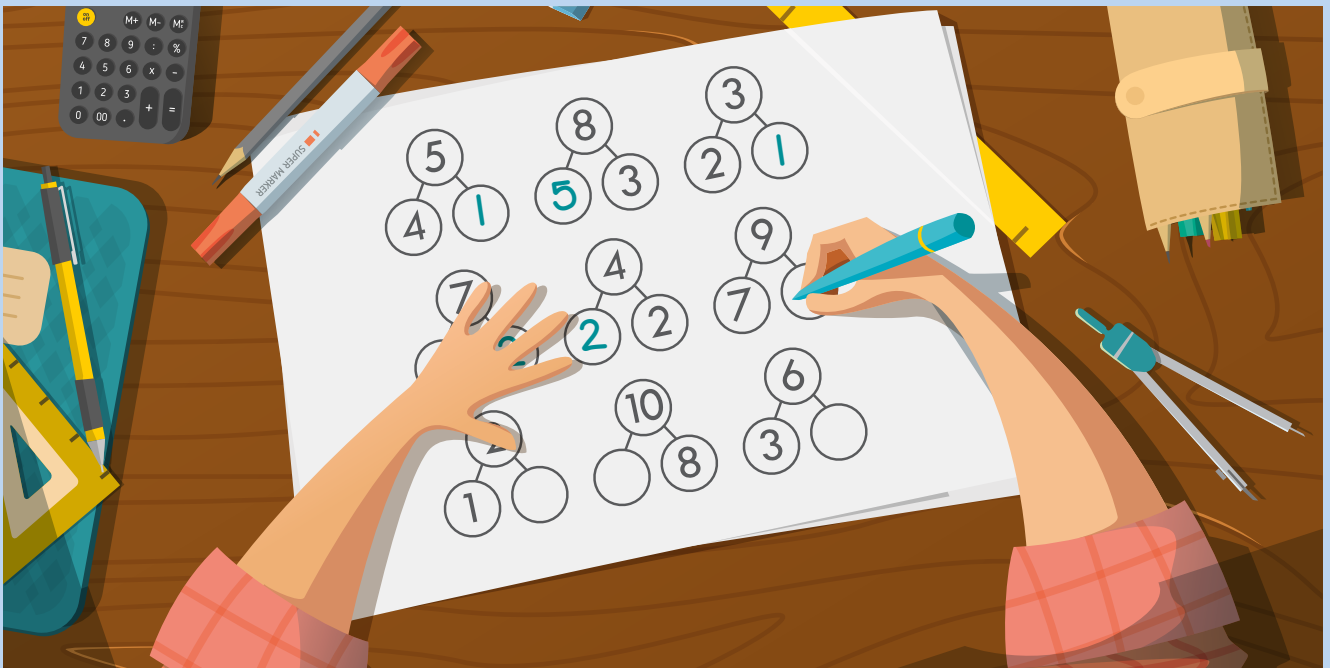
- experienced teaching and support staff
- minor building adaptations and design
- additional adult support
- widgeit visual symbols
- differentiated teaching and learning
- visits/support from external agencies
- specific learning resources and materials



## Child Protection & Safeguarding

The Governors and staff of Raglan Primary School take seriously their responsibility to promote the welfare of all the children entrusted to our care and to safeguard them. All staff understand that safeguarding is everyone's responsibility. The Designated Safeguarding Children lead is the Head Teacher, Matt De Freitas. As part of the ethos of the school, and following 'Keeping Children Safe in Education (KCSIE)', we are committed to:

- providing an environment in which children feel safe, secure, valued and respected, confident to talk openly and sure of being listened to
- providing suitable support and guidance so that children feel confident to approach our listening ear and appropriate adults
- using the curriculum to provide opportunities for increasing self awareness, self-esteem, assertiveness and decision making
- working with parents and carers to ensure the welfare of all children which may involve other agencies
- ensuring all staff are able to recognise the signs and symptoms of abuse, including peer on peer abuse and online abuse and are aware of the school's procedures and lines of communication
- [safeguardingteam@raglan.bromley.sch.uk](mailto:safeguardingteam@raglan.bromley.sch.uk) The Deputy Safeguarding leads are Mrs Danielle Mead (Deputy Head Teacher), Mrs Sam Collins, Mrs Emily Ingrey, and Mr Martin Hunter



## Home Learning

We believe that Home Learning:

- consolidates and reinforces skills and understanding developed in lessons and provides an opportunity to practise new skills and develop knowledge further
- enables children to extend their school learning, for example through additional reading or research
- is an important way of involving parents and carers in their child's learning
- encourages children to become confident and independent in their learning, which will help throughout their time at school and, later, in adult life

We use a remote learning platform to set most of our home learning activities. Parents are encouraged to discuss Home Learning with their children and to help them plan its completion on time. We hope that wherever possible

parents will provide a suitable place where their children can complete Home Learning in reasonable peace and quiet away from distractions. Every effort will be made to ensure that Home Learning set is appropriate for individual children, and does not demand too much or too little from children and their parents.

The nature and value of Home Learning tasks is far more important than the precise amount of time devoted to them. The quality of Home Learning set and produced is more important than the quantity.

# Clubs, Extra-Curricular Activities & Extended School



We offer a wide range of activities that are children may participate in both at lunch time and after school.

Clubs include:

musical theatre, choir, cross-country, netball, football, hockey, gymnastics, robotics, sewing, science and gardening.

We also have the expertise of external coaches who run football, tennis, drama and dance classes for a fee.

**Information is available on our website and application is direct to the club provider.**

## Extended School

We run a Breakfast Club each morning from 7.45am to 8.50am. The school also offers an After School Care Club from 3.20pm to 6pm. Applications and more information can be found on our website.

## Outdoor Education & Residential Visits

Learning outside the classroom is an essential part of Raglan; it is not what we learn, but importantly how and where we learn, that will inspire and stimulate our children. Children in Reception, Year 1 and Language Provision have become more confident since the introduction of outdoor learning lessons.



Our school is very much a part of the community and supported by local residents and businesses. This is achieved by focusing on whole school projects, which involve the whole community. Such high profile projects inspire and excite the children and by capturing their imagination the experience and the learning stays with them forever.

Children in the Language Provision are welcomed onto trips with their respective year groups. Our speech and language ARP children have regular 'Enterprise' outings to the local

area to use strategies and develop life skills.

Residential visits are a great way of building self-confidence and increasing independence as well as allowing children to develop teamwork skills and friendships. We aim to provide our children with a residential experience whilst with us at Raglan and give them the opportunity to take part if they wish to do so.

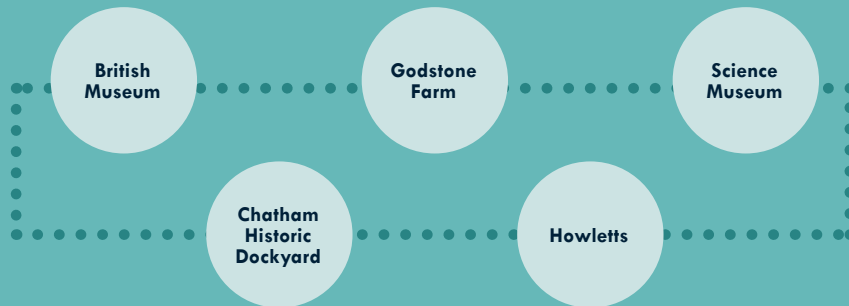
Each year, Year 6 pupils spend five days on a School Journey in the Isle of Wight. This is a valuable opportunity for the children to build confidence, self esteem and develop key life skills that will stay with them.

In June each year, most of our Year 4 pupils enjoy a weekend at the PGL Marchants Hill Activity Centre in Surrey. Activities involve aeroball, climbing, abseiling, team building, problem-solving and low-rope activities.

Educational visits are regularly arranged as part of a class's learning; we do ask for voluntary contributions to fund such visits. If sufficient contributions are not made the visit may not take place.

## Educational Day Visits

First-hand experience and real life scenarios are also hugely beneficial to creating exciting, quality learning and we value the role they play in school life. Over recent years we have visited many different places including:



We also invite a variety of visitors into school to help enhance our curriculum including theatre groups and inspirational speakers. Visitors bring with them a passion for what they do, which can be used positively to support our children's learning.



### KS2 to Secondary (Year 6 to Year 7)

The transition to secondary school is also of importance to us and we strive to prepare our children and equip them with the skills, knowledge and confidence to continue on the next stage of their education.

Parents are required to complete a Common Application Form (CAF) prior to a secondary place being offered. For those seeking a selective school place, children will be required to sit the Bromley, Bexley or Kent tests. Further information and details regarding secondary transfer is given at a meeting for Year 5 parents held annually in June.

Our children move on to a variety of schools - both selective and non-selective. We are lucky to have many good secondary schools in the area and are confident that all our children will find a school that meets their needs.

Close liaison with all our secondary schools ensures that the needs of our older children are met accordingly. Year 6 teaching staff share their knowledge about each child with their future schools and provide detailed information in response to secondary school request. The children have an opportunity for a day visit to their new school in early July.

### KS1 to KS2 (KS1: Years 1 & 2); (KS2: Years 3-6)

Moving from Lower (KS1) to Upper school (KS2) is an exciting time for our children and we understand that this can be a time of adjustment too. Therefore, we do all we can to ensure transition is smooth and effective.

Liaison between Year 2 and Year 3 teachers is key. Children also have the opportunity to ask questions about the Upper school, with the staff providing supportive and encouraging answers. The children's academic ability is also shared between teaching staff so appropriate learning can be planned and delivered to match the needs of all.

At the end of each Summer Term, pupils spend a day with their new teacher in their new classroom in preparation for the Autumn Term.

## Transition

### Nursery to Reception Reception to KS1

(Reception - also known as Early Years Foundation Stage/EYFS)

Our task is to smooth the way between Early Years Foundation Stage Curriculum and the National Curriculum. The children in Year 1 continue to have opportunity for structured play through continuous provision. At the beginning of the year more formal learning takes place in focussed groups. Information about Year 1 is shared with parents and pupils before the summer break so that children feel well prepared and excited about the next phase in their education.



# School & Home Links

## Contact with School

In order that we can work together for your child to fully benefit from all our school has to offer, we are committed to building positive home and school relationships.

Our 'open door' policy means that parents may see the Headteacher at any time if he is available but, for your convenience, it is helpful if you phone in advance to check availability. Parents may also see teachers before but preferably after school with prior arrangement. For reasons of security, it is important that all parents report to the school office when coming onto school premises.

## Absence

In the event of absence, please let the school know by phoning on the first day of absence and in writing when your child returns to school. We do have an answer-phone so messages can be left. Alternatively, we can be emailed as follows: [admin@raglan.bromley.sch.uk](mailto:admin@raglan.bromley.sch.uk)

Notification of absence is most important and we ask that you comply with this request at all times. If your child is absent and we have not received an explanation, we will attempt to contact you. If we do not receive a reason for absence, the absence will be recorded as 'unauthorised'. Please ensure all contact details are up to date so we can contact you immediately should there be an emergency.



## Messages Sent Home

The Headteacher sends home regular correspondence which detail events and learning that have taken place and also future events. Teachers also send out half-termly Newsletters detailing the curriculum for the next half term.

Headteachers are no longer permitted to allow absences for holidays during the school term. Headteachers can only authorise absences in term time for exceptional circumstances. Consequences may result in a penalty notice being issued. If there is an exceptional circumstance, please fill in an Absence Request form which can be found on the school website (under the Parent information section) and submit this with as much detail as possible, at least 4

weeks in advance of the time requested.

We have a 'soft start' in the morning and the school doors open 10 minutes before the official start time. School starts at 8:55am for KS2 and 8:50am for KS1 and Reception. Lateness is classed as any child coming into school after 9am. Attendance is monitored regularly. Very low attendance may be followed up by the Education Welfare Officer.



**Staff support pupils well to ensure they can do their best. There is a calm atmosphere around the school and in lessons, where pupils behave well and work hard.”**

- Ofsted 2023

We care passionately about reading for pleasure at Raglan and we feel that every child is entitled to good quality books and resources to inspire and excite a passion for reading and a true love of books that will last a lifetime.



### Website & Twitter

We also have an excellent and up to date website. You can sign up to follow us on Twitter:

[www.raglanprimaryschool.co.uk](http://www.raglanprimaryschool.co.uk)  
 @raglanprimary

### Maths Café & Science Café

We have a termly maths café and a termly science café where parents are invited to come into school before the start of the school day with their child and work together on science and maths challenges. A simple breakfast is also provided to stimulate the brain cells!

### Parent & Teacher Conferences

Meet and Greet sessions take place during the first weeks of the new school year. We also hold two parent and

teacher conferences during the year to provide parents with information on pupil progress and development.

Written reports are sent home 3 times per year (2 mid-term and one end of year report) to summarise achievement and attainment and parents are given the opportunity to discuss this report should they wish.

### Parental Help in School

We are always very grateful to those parents who come in to school and help. Don't be shy! If you have a particular talent or area of expertise, please let your child's class teacher know. Art, music, sewing, reading, design technology or gardening are all areas where support would be welcome. So, even if it's for only an hour, come in and help us to help your children.

If you'd like to help but are unsure of how, please come in and talk to us. Look on our website which has a section about

volunteering in school, or speak to your child's class teacher.

### Community & Business Links

We are always looking at building further links with local firms and industry and keen to explore any opportunity or offer of help! If you think you, or your company, would be able to help us in any way, please contact us with details - you will be warmly welcomed! Our links with the community not only benefit our children but also those people and businesses working with us.

**We are pleased to be able to offer work experience placements. Please apply in writing via the school office - we are always over-subscribed so do make your application well in advance.**



### Friends of Raglan (FoR)

All parents automatically become members of the Friends of Raglan when their child joins the school. The social and fund raising events organised by the energetic and successful Friends' Committee continue to provide money for much needed facilities and resources for the children. Most activities are designed to be 'family events' but there are some that are

aimed specifically at a solely parent audience. The FoR also provide refreshments at many school events such as Open Morning. The school is indebted to the work of the Friends of Raglan and all the parents who support our school. We would like to take this opportunity to say a huge thank you for such fantastic support!

# General Information



## Health & Safety

We consider the safety of your children of paramount importance and ensure that the school does everything possible to keep everybody, children and adults alike, safe.

As part of our travel plan, we are trying to reduce congestion and become more environmentally friendly. Year 6 pupils, on successful completion of their cycling proficiency tests, may cycle to school and should wear protective helmets.

Only small gold stud earrings may be worn and these will need to be removed for PE & Games.

**Please note that, in line with national policy, Raglan Primary School is a non-smoking area - this includes playgrounds and all outside space.**

Children in Year 6 including Year 5 children in the Summer Term are allowed to walk home on their own provided a letter of consent has been written by the parent/carer.

Dogs are not allowed on school premises at any time including during school events or functions.

We ask that parents supervise their children before and after school while in the playground.



## Healthy Schools

We are proud of our Healthy Schools status and keen to continue promoting healthy lifestyles to all involved with the school.

Healthy children achieve well at school. It is our aim to support healthy lifestyle decisions and to educate our children so that these decisions are informed by an awareness, knowledge and understanding of health and wellbeing.

We take part in the School Fruit and Vegetable Scheme whereby each child in the Lower School is offered a piece of fruit or a vegetable each day.



## Cash & Valuables

We would prefer children not to bring cash to school unless absolutely necessary. If there is a need, money should be given to a teacher for safe-

keeping. We cannot take responsibility for watches, jewellery or valuables and as a result discourage them from coming into school.

Children in Year 6 who walk to school by themselves may bring a mobile phone into school. The children must hand their phones to their teacher at the beginning of the day. No responsibility can be taken for loss or damage to phones on the school premises. The school office will be able to contact parents if needed, as well as relay any messages from home to school.



## Complaints Procedure

Should a problem or difficulty arise concerning your child, we would hope that, in the first instance, you contact the school. The class teacher is always the first port of call as they are best placed to resolve the issue.

**For enquiries**

Raglan Primary School  
Raglan Road  
Bromley  
BR2 9NL

**Office**

admin@raglan.bromley.sch.uk

**Telephone**

020 8460 6558

**Website**

raglanprimaryschool



@raglanprimary

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**We would like to thank:**

The very talented Mr. Graeme Moody for donating his creative skills to the design and production of this publication. We sincerely appreciate the immense amount of time and resources he has devoted to this and other projects which help to make Raglan a more vibrant and dynamic place of learning.

Raglan Primary School is a member school of Connect Schools Academy Trust: A company limited by guarantee.

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Company Number 07824714  
Registered Office:  
Towncourt Lane, Orpington, BR5 1EL

Raglan is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

**Information requirements**

The contents of this document represent the information required by the 1988 Education Reform Act and relates to the school year. Changes affecting details described in the document are possible before the start of, or during the school year in question, or in relation to subsequent school years.