



Bradwell Village School

Parent's Handbook

2026-2027



Welcome to Bradwell Village School

We are part of The Inclusive Learning Federation which consists of Bradwell Village School, Priory Common School, and Romans Field School. We are a mainstream junior school with an ASC unit for 24 children with EHCP's.

Our Federation remains unique within Milton Keynes as it brings together a special school and mainstream schools making us a truly inclusive federation. All schools work together sharing their expertise for the benefit of all our children.

Our Aim is to enable each child to be the best version of themselves!

Our Vision is to develop well rounded, confident, and responsible individuals who aspire to achieve their full potential. We will do this by providing a welcoming, happy, safe, and supportive learning environment in which everyone is equal, and all achievements are celebrated.

Our Curriculum intends to enable our children to make the right choices, be prepared for life and be able to have opportunities at every stage of their life.

We want our children to grow be resilient, have self-belief, confidence, and high aspirations for themselves. To enable this to happen, we have high expectations for our children in their behaviour and their learning. We will support them along the way to be independent and ambitious.

Our philosophy is one of continuous improvement, driven by a profound moral purpose: we are determined to make the biggest difference, both inside, outside and beyond the classroom.

We push your child to achieve more and not give up – we do not put limits on our children – we want to enable them to compete fairly with every other child in the country and the world!

I thank all in the Federation; the LA, Governors, pupils, parents, and staff for working so hard to make this provision possible and supporting our children so they don't miss out and they have an equal opportunity to access their education. We all have a responsibility to engage positively to make sure our children do not have any more gaps in their education!

Miss Lisa Vincent

Head of School

Bradwell Village School Staff Summer 2026

Sashi Siva
Lisa Vincent
Jackie Wiseman

Executive Headteacher / Deputy DSL
Head of School / Deputy DSL
Assistant Headteacher / Deputy DSL

Bluebells & Cornflowers (ASC Unit)

Erin Jones
Tracy Branch
Lilla Ongai
Finlay Jones
Banu Ahmed
Julie Joy
Sarah Robinson
Emily Dickson

SENDCO / Deputy DSL
Class Teacher
Class Teacher
Class Teacher
Learning Support Assistant
Learning Support Assistant
Learning Support Assistant
Learning Support Assistant

Year 3

Latifa Noor

Class Teacher

Year 4

Amie Hodges/Lara Buckingham
Mason Myers

Class Teacher
Class Teacher

Year 5

Philip Morris
Danya Aitken

Class Teacher / Behaviour Lead
Class Teacher

Year 6

Alex Gifford
Amy Rudkin

Class Teacher
Class Teacher

Additional Staff

Emma Young
Rachel Hammond
Dan O'Connor

Pastoral Lead / DSL
Pastoral
Sports Coach

Learning Support Assistants

Christine Smith
Sarah Swindells
Sarah Bedford
Eleanor Allan
Isra Omar

Helen Campanis
Nadiyah Begum
Russell Melhuish
Sharon Slaven **Lead LSA / Deputy DSL**

Office Staff

Nicky Okell
Grace Farndon
Sanna Ali
Sarah Swindells

School Business Manager / Deputy DSL
Business Support
Business Support
Finance/EAL

Federation Site Management

Graham Wellings
Christopher Rouse
Helen Stent

ILF Site Manager
ILF Caretaker
ILF Caretaker

All about us

Home-School Book

Your child will be issued with a Home-School Book. They will be expected to bring it into school every day.

Class teachers can be contacted via the class emails.

Homework

All the children are expected to read at home as much as they can, either paper books or through their Myon login. They should also practise their spellings and times tables. All children will have a *TTRockstars* login that enables them online tables learning and challenges. Additional Maths and other subjects are set throughout the year.

Medicines

We can only administer prescribed medication. Parents/Carers should bring any medication (including inhalers for asthma) into the School Office and complete a Medication Form. If medication needs to be taken at a specific time of day, we expect the child to remember to ask for his/her medicine.

If your child suffers with asthma, please bring the inhaler into the school office in its original pack. It should be marked clearly with the child's name and class. All inhalers are kept in the Medical Room to avoid loss or misuse. They are always accessible.

Children with a serious medical condition will need to have a healthcare plan, please contact the school if you believe this applies to your child.

Lunchtimes

Hot school lunches are supplied by Romans Field School and cost £2.45. They are cooked daily using fresh ingredients, delivered to our School and served by Romans Field staff. Meals are ordered online via ParentMail; a help guide can be found on our website. All meals must be ordered by the Tuesday of the previous week.

If you choose not to use this service, you should provide a packed lunch for your child or, if you wish to take your child home for lunchtimes, then please send a note to your child's class teacher. **Please be aware, we are a nut free school so all food items brought in to school must not contain nuts.**

Free School Meals

If you think your child is eligible for free school meals, you will need to register for this. Contact the school for details. We encourage parents and carers to do this as it also enables the school to receive additional funding.

Snacks

Children may bring fruit or vegetables to eat at break time. Dried fruits are also acceptable.

Water Bottles and Bags

We provide the children with a water bottle and drawstring bag when they join the school and at the start of each new academic year.

As a school, we are very limited on space and ask that you only use the bag provided.

Replacement bags and bottles can be purchased at a cost of £2.00 each.

Toys

We cannot guarantee the safety of toys which are brought into school. Please ensure your child does not bring toys into school. This includes fidget spinners.

School Uniform

All clothing must be clearly marked with your child's name.

There is a lost property box in case anything is mislaid.

Should you wish to provide your child with branded uniform, this can be purchased from Maisies Superstore, Church Street, Wolverton. Items can also be ordered online at www.maisies-superstore.co.uk. Alternatively, you can also purchase uniform from all supermarkets. Logo clothing is not compulsory.

Boys	Girls
Plain grey or black trousers	Plain grey or black school skirt or trousers
Plain grey or black shorts (Summer)	Plain grey or black shorts (Summer)
Plain navy blue, sky blue or white polo T-shirt or shirt	Light blue and white checked, gingham dress (Summer)
School navy blue sweatshirt with logo	Plain navy blue, sky blue or white polo T-shirt or shirt
Plain black, low-heeled shoes	School navy blue sweatshirt with logo
	Plain black, low heeled shoes or sandals Hair adornments must be small, subtle and in either blue, black or white.
P.E. Kit	P.E. Kit
Indoor Games: Navy shorts, T-shirt in House colour	Indoor Games: Navy shorts, T-shirt in House colour
Outdoor games: Navy shorts, T-shirt in House colour, trainers	Outdoor games: Navy shorts, T-shirt in House colour, trainers
In cold weather a track suit may be worn or their school jumper.	In cold weather a track suit may be worn or their school jumper.
<u>No hoodies.</u>	<u>No hoodies</u>

Please note, children will come to school in their PE kits on the days they have PE and Games.

Jewellery

For safety reasons, pupils cannot wear jewellery to school, with the exception of stud earrings and a watch. These items must be removed by the child before taking part in Games or PE, on grounds of safety.

If you are considering getting your child's ears pierced, please do so during the school holidays. We do not allow earrings to be taped up.

Absences

If your child is absent for any reason, please contact the school on the morning of the absence, unless you have already sent in a written note to advise the reason for absence.

You must contact the School Office every day your child is absent.

To ensure the safety of all children, we will contact you every day to ensure your child is safe as we have a duty of care. If we haven't heard from you by 09:30, our automated system will call you to ascertain the reason for the absence. Any absence not explained by parents is recorded as "unauthorised." Alternatively, you can also email us on attendance@bvs.ilf.education if that is easier for you.

Holidays

Please support us in not booking holidays in term time. The Head of School cannot authorise these and they may result in a Fixed Penalty Notice being served.

Emergencies

In order that we can contact parents in case of an emergency during the day, we ask parents to supply us with two up to date daytime telephone numbers or contacts. Ideally, we would like 2 mobile phone numbers and email address' as we have a text/email system to notify parents of impending events or emergency closures. If you have changed your telephone number or place of work, please let us know as soon as possible.

ParentMail

ParentMail is our main form of communication with parents. Once your child has started BVS you will receive an invitation via email to join. If you do not receive the invitation by the second week of term (or a week after your child has started) please contact the school office so we can check your email details.

Equipment

Children are provided with all stationery and equipment needed for the school day. No valuables or large sums of money should be brought into school. All monies must be handed to the Class Teacher for safe keeping. **Unfortunately, we do not have large amounts of storage space, therefore, we provide all children with a small bag to bring to and from school.** No additional bags are needed to be bought in.

Bikes

If you wish for your child to ride a bike into BVS you must request a bike pass form from the office. If we have a spare place in our bike racks, we will then issue your child with a bike pass. You will need to sign a form confirming that the bike is roadworthy and your child wears a helmet. We do not allow scooters on site.

Mobile Phones

If you feel it is essential that your child brings a mobile phone in to school, you must contact the office who will then issue your child with a phone pass. All phones must be clearly labelled with your child's name and handed in at the start of the morning to be placed in a safe and collected at the end of the day. *We cannot be held responsible for losses or damage to mobile phones.*

Please note, smart watches that may connect to the phones are not permitted.

Swimming

Children have the opportunity to have swimming lessons during Year 4. They will need a swimming costume/trunk and a towel for this activity; you will be advised in advance when the swimming lessons will take place.

School Day

Timing	Activity
8.50 – 9.00 am	Registration
9.00 – 9.55 am	Lesson 1
9.55 – 10.55 am	Lesson 2
10.55 – 11.10 am	Break
11.10 – 12.05 pm	Lesson 3 -
12.05 – 12.55 pm	Lunch
12.55 – 1.05 pm	Registration by class teachers
1.05 – 2.10 pm	Lesson 4
2.10 – 3.20 pm	Lesson 5

Whole School Assemblies Monday and Friday 1pm

School gates will be open from 8:40 children can come into school from this time.

We hope parents will appreciate that, whilst we wish to provide a high level of care for children, staff are not officially on duty until 08:40. Children do not need to arrive at school before this time unless they are taking part in a planned early morning activity. Whilst we will do our best to care for any children arriving before this time, we cannot guarantee suitable adult supervision.

If you collect your child, please arrive at school for a 15:20 pick up. If you are running late, please contact us to let us know. There will be a charge if a child is not collected; unless the situation is an emergency.

Breakfast Club

We offer a Breakfast Club from 07:40 every morning. Breakfast will be provided to all children, if required. We also offer an Early Drop Club from 08:00 every morning. Please contact the office on admin@bvs.ilf.education if you would like your child to attend. Further information regarding Breakfast Club will follow.

Parents' Evenings

These are held once a term. You will be able to discuss your child's progress along with any other issues with your child's teacher.

Tests & Assessments

As parents you will be able to see the progress your child is making. Assessments are ongoing and your child's teachers will be constantly assessing what they know and what they understand. All assessments are used to monitor the children's progress and to provide them with targeted help or extension work where necessary.

Upon entry into BVS we use the assessments provided by our Feeder Schools to equip us with invaluable information. Year 4 children take the Multiplication Online Test in June. At the end of Year 6 the children sit their Key Stage 2 SATs. The results from these assessments will form part of the annual report to parents in July.

Reports

These are provided at the end of each academic year. Parents are invited in to discuss them and are also asked to feedback any comments or suggestions in writing.

Fees and Charges

The Governing Board reserves the right to make a charge in the following circumstances for activities organised by the school:

- **School Journeys in School Hours**
The board and lodging element of residential activities and study visits which take place within school hours.
- **Transport**
Journeys to and from any school trips
- **Activities Outside School Hours**
The full costs to each child of optional extra-curricular activities which take place outside school hours.
- **Music**
Extra-curricular musical instrument lessons provided by peripatetic music teachers. This has to be paid before the term starts.

- **Charging in Kind**

A contribution towards the cost of materials, ingredients and equipment for Cooking, and Design and Technology. In particular charges may apply if parents indicate that they wish to have a child's finished piece of work or product.

- **Breakages and Damages**

Parents may be required to meet the cost of breakages and damages where this is the result of their child's behaviour.

- **General**

The Governing Board may amend the categories of activity for which a charge may be made. Nothing in this policy precludes the Governing Board from inviting parents to make a voluntary contribution towards the cost of providing education for their children.

If you have a concern

If you have any problems or concerns, please ring the School and we will do our best to find a solution. You can also speak to our Pastoral Lead, Mrs Emma Young. If you are still not happy you can contact the BVS Office for an appointment with the Head of School, Miss Lisa Vincent or Assistant Headteacher Miss Jackie Wiseman. We can only help if we know there's a problem.

Term Dates 2026 - 2027

AUTUMN TERM 2026

Back to school		Finish on
Wednesday 2 nd September		Friday 23 rd October 2026
Monday 2 nd November		Friday 18 th December 2026

SPRING TERM 2027

Back to school		Finish on
Tuesday 5 th January		Thursday 11 th February 2027
Monday 22 nd February		Thursday 25 th March 2027

SUMMER TERM 2027

Back to school		Finish on
Monday 12 th April		Friday 28 th May 2027
Monday 7 th June		Wednesday 21 st July 2027

INSET DAYS (Staff training days when the school will be closed to pupils)

- Tuesday 1st September
- Monday 4th January
- Friday 12th February
- Friday 30th April
- Monday 28th June



Bradwell Village School

Code of Conduct

Be the best version of yourself by:

- ❖ Being safe.
- ❖ Being respectful and kind.
- ❖ Completing work to the best of your ability.

