



BEECHWOOD
Primary School

Our School's Prospectus



Think for yourself, care for others.



Our Mission

At Beechwood Primary School, we prepare children for life: equipping them to be thoughtful citizens, lifelong independent thinkers and learners who can confidently lead and face the challenges of our dynamic world.

Our Motto and Mission Statement drive all that we aspire to do. All children and adults live and breathe these in all aspects of school life. These children and adults strive to embody our motto and Mission Statement as we truly believe that Beechwood is the BEST!

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Welcome

Firstly, may I take this opportunity to thank you for choosing Beechwood Primary School for your precious child. We would like to offer your child and the whole family a warm welcome at the start of your child's school journey. Starting school is a very important time for both the child and the family. A happy start lays a strong foundation for a successful school career.

We are committed to ensuring that Beechwood Primary School is an inclusive family school with the special warmth and very positive outlook that is so important to us.

We believe that positive relationships are the bedrock of a successful learning environment for our children, who must feel happy, safe, and secure to truly achieve their potential, both academically and socially. We are a school that challenges, excites, and encourages our children to be the very best that they can be.

The relationship between school and parents is key to our children achieving their best, and this is why we have numerous parent volunteers, we host parent information evenings, and we invite prospective parents to attend tours of the school during the school day. We believe that "positive parent participation" in school is invaluable to children's progress and happiness in school.

At Beechwood, we have a vibrant and hardworking parent-teacher association that arranges many events for both children and parents to enjoy while also raising money for the school.

In a nutshell, the staff and senior leaders of the school are totally committed to providing the children of Beechwood with the very best education possible within an inclusive and supportive environment.

Mrs. Gemma Snell, Headteacher

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Our Contact Details

Address	Beechwood Primary School Grasmere Drive Beechwood Runcorn Cheshire WA7 2TT
Telephone	01928 560479
Email	sec.beechwood@haltonlearning.net
Head Teacher	Mrs Gemma Snell
Office Enquiries	Miss H Burns
Chair of Governors	Mrs E Davies
School Admission Number	20
Number on Roll	150
Ofsted Rating	Good 
Complaints	Mrs G Snell (Headteacher) or Mrs E Davies (Chair of Governors)
Website	

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Admissions Arrangements

The school's Pupil Admission Number (PAN) is 20. Children are entitled to start school in the September following their fourth birthday and must start school by the beginning of the term after their fifth birthday.

In line with Halton Borough Council procedures, the school has one intake for Reception children at the start of each academic year. Admissions to the school are managed by Halton Borough Council.

Applications must be submitted by January for a place in September. Forms and information about admission criteria can be found at www.halton.gov.uk/schooladmissions.

Welcome to Halton Parent Portal

Parents thinking about deferring a child's start to school should initially contact the local authority admissions team for advice. Nevertheless, you will still be required to fill out the school admissions form above in line with your child's fifth birthday.

After confirmation of your school place in April, you will be informed of your next steps – usually with an invite to meet the early years staff during a series of transition events and to receive further information about the school and its procedures. To ease the children into school, they are invited to join us for a series of short visits.

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Attendance and Punctuality

Attendance

We place high value on children's attendance, firmly believing that if potential is to be achieved, then children must have good attendance at school. Attendance and punctuality are monitored by the Education Welfare Officer, and where there are concerns, families are offered support. Where a child's attendance is falling below the expected standard of 95%, parents will be contacted.

If your child is unable to attend school due to illness, please inform the school office before the start of the school day. For reasons of safeguarding, it is our school policy to contact all parents of children absent from school without reason. This may include home visits. To receive a mark for the session, children must be in school for at least an hour after the close of registration.

Punctuality

Poor punctuality plays a significant role in disadvantaging any child, emotionally, socially, and academically. We place great emphasis on punctuality, encouraging and expecting all children to arrive at school on time.

Missing valuable learning opportunities not only places the child at a disadvantage but also disrupts the class teaching. Late marks will be recorded for those children who arrive after the start of the school day—8:45 am.

Children arriving after 9:30 am or 1:30 pm will not receive a mark for the session.

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The School Day

The children gather on our playground ready for the bell to ring at 8:45 am. Children then line up and are greeted by their class teacher, who then walks them into school.

At the end of the day, the children will exit from their designated door.

Infants

8:45am Registration and start of the day
Assembly
Phonics
Session 1
Playtime
Session 2
11:45 Lunchtime
12:45 Registration
Session 3
Session 4
3:15pm End of the Day

Juniors

8:45am Registration and start of the day
Assembly
Phonics
Session 1
Playtime
Session 2
12:30 Lunchtime
1:15 Registration
Session 3
Session 4
3:20pm End of the Day

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Absences

Occasionally children become unwell during the school day. If this happens, the school will contact parents or another nominated adult and ask that the child be taken home.

All illnesses have a recommended number of days that children should be absent from school to prevent them from spreading (Public Health England). For example, children with vomiting and diarrhoea should remain absent from school for 48 hours after the last bout of the illness to avoid transferring germs to others.

If parents contact the school office, we will be able to give the following advice:



Medical Appointments

To avoid an absence mark, we urge parents to make medical appointments for either the end of the school morning or the end of the afternoon. If your child needs to leave the school for a medical appointment, the school must be informed in advance and the appointment card or letter passed into school. All children leaving the school during the school day must be collected by an adult.

Leave of Absence (Holiday during Term Time)

Parents may request an authorised absence for their child, but in line with local and national policy, this will only be granted in exceptional circumstances. Please refer to the school policy on such matters. No request will be considered without being completed using the official form.

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School Meals

Orian provides the school with high-quality meals cooked on the premises. A termly menu with a number of choices each day to enable children to decide on which days they will have a school meal is available for parents.

The service will cater for vegetarians and those with special diets for medical or religious reasons. Currently, all infant children are entitled to a free meal each day. The cost of a daily meal once children reach junior age is £3.19. This is paid online in advance via Orian's School Hub website. Once your child is accepted, you will be sent login details for the School Hub website.



Families in receipt of certain benefits are entitled to free school meals. If you think you are eligible, please apply and inform the school.



Children may bring a healthy packed lunch to school in place of a school meal. We ask that this is in a sealed container marked with your child's name. Please do not send sweets, glass bottles or cans, fizzy drinks, or too much food!

The children will bring home their waste so parents are aware of what has not been eaten. In the summer months, enclosing an ice pack in the container will help to keep the food cool and fresh; please be conscious of single-use plastic waste.

Packed lunches cannot contain nuts, including Nutella-type products.

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Uniform

White polo top (no branding)
Grey trousers, tailored shorts, skirt or pinafore
Grey socks
Flat, black shoes (no trainers or sandals)
Red school jumper

During the summer, children can wear red gingham dresses and must bring a cap to school to protect them from the sun.

PE Kit

Indoor

Red polo top
Plain black shorts (no branding)
Plain black trainers
Black school outer PE top (this is new from Sept 2025)

Outdoor

Red polo top
Plain black shorts or black jog pants/ leggings (no branding)
Plain black trainers
Black school outer PE top (this is new from Sept 2025)

School Bags

Our school cloakrooms are only small. We suggest that book bags are used in school as they can fit inside all that your child needs to bring to school each day: their reading book, water bottle and spare socks.

All items should be clearly labelled with your child's name.

You can purchase our school's branded items from Touchline.



touchline
school wear • sports wear • work wear

Jewellery

On safety grounds the only jewellery permitted is a wrist watch and clear, plastic ear rings- children will be required to remove any all other jewellery.

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Emergency Information

At the start of each year, parents are asked to check the information we hold in relation to their child. It is of vital importance that the school is informed of any changes throughout the year to ensure that we can contact parents if their child is unwell or has had an accident.

Home/School Communication

Parents are invited to Autumn and Spring Term Parents' Evenings to discuss their child's progress with the class teacher. Occasionally, it may be necessary to ask to see parents in between those meetings, as we have a particular concern. If you have any concerns or worries, you are encouraged to talk them through with the class teacher or the Headteacher to avoid a problem escalating which unsettles your child.

In the Summer Term, you will receive a written end-of-year report which informs you of your child's progress and strengths in more detail.

A list of events for the year is sent out to parents at the start of the term – you are asked to make a note of any relevant dates. In addition, parents receive letters and newsletters on a regular basis. These are all available on the school's website.

Safeguarding & Child Protection

The day-to-day contact with children places school staff in a position to observe outward signs of abuse, changes in behaviour or a failure to develop, and for children to make a disclosure or talk about their worries. Parents should be aware that if a member of staff has a concern about a child, the school is required, as part of Halton Borough Council Safeguarding procedures, to discuss its concerns with Children's Social Care.

Senior Designated Officer: Mrs G Snell
Deputy Designated Officer: Mrs Clark and Mrs Forshaw

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Early Reading

Early Reading in Reception and Year 1.

At Beechwood Primary School, we use a synthetic phonics programme called Read, Write, Inc. produced by Ruth Miskin. Read, Write, Inc. is a method of learning centred around letter sounds and phonics, blending sounds together to read and spell words, and applying these skills across the curriculum. Using Read, Write, Inc., the children learn to read fluently so that they can put all their energy into comprehending what they read. It also allows them to spell effortlessly so that they can focus on composing what they write. Read, Write, Inc. lessons include reading and writing activities, allowing the children to apply their phonic skills to both. The children are assessed and taught according to their ability, and they work with a teacher or teaching assistant on the Read, Write, Inc. programme. The children are continuously assessed by the class teacher to ensure that they move through the programme at a good pace. Every 6-8 weeks, all children are assessed and regrouped according to their phonic knowledge and fluency when reading.

We work with Literacy and Read, Write, Inc. specialists to ensure all of our staff are highly skilled in delivering this phonics scheme.

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Personal Development

Here at Beechwood, we pride ourselves on offering a range of opportunities for pupils that go above and beyond the National Curriculum. We strive to provide opportunities for children in order for them to achieve the best that they possibly can!

Forest School

All children from Reception to Year 6 have planned afternoons in our forest school every year. Children will be able to get a first-hand experience of nature and even enjoy sitting around our campfire.

Wellies and puddle suits are a necessity!



Residentials

Across the time your child will be with us, we will offer them three opportunities to go on a residential, stay-away-from-home trip. In Year 2, they will stay away for one night.

In Years 4 and 6, they will be away for two nights.

Residentials are a great way for your child to develop strong social skills, including communication, teamwork, and conflict resolution.



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Personal Development

Sporting Competitions

We love competitions! We aim for every child at Beechwood to have represented our school in a sporting competition by the time they leave us.



Music Development

We are proud of the music curriculum we offer the children here. During their time at Beechwood, all children will be given the opportunity to learn at least one instrument. By the time they leave us, they will have performed on the Brindley Stage!



After School Clubs

At Beechwood Primary School, we offer a great variety of extra-curricular activities, which are mainly run by our wonderful school staff, who give up their own time to organise clubs for the children to attend.



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After School Clubs

Here at Beechwood, we offer a wide range of after-school clubs. These are organised by our wonderful staff who work with the children to plan for extracurricular activities that the children will enjoy.

Here are a few examples of the after-school clubs we offer:

Lego

Wellbeing

Cricket

Darts

Stop Motion

Photography

Gymnastics

Drawing

Football

Construction

Tennis

Art

Cooking

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Term Dates

Our term dates are set by Halton. These can be found up to 3 years in advance on their website.



We then set our INSET days which allow staff to have quality Professional Development. We have provided these dates in advance to support families. These dates may be subject to change.

Academic calendar 2025/26 UK

The dates for the next few years are:

September 2025 Mo Tu We Th Fr Sa Su 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	October 2025 Mo Tu We Th Fr Sa Su 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	November 2025 Mo Tu We Th Fr Sa Su 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	December 2025 Mo Tu We Th Fr Sa Su 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31
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Bank holidays & Inset Days 2025/26 UK

25 December '25 Christmas Day	1 January New Year's Day	6 April '26 Easter Monday	25 May '26 Spring Bank
28 December '25 Boxing Day	3 April '26 Good Friday	4 May '26 Early May Bank Holiday	31 August August Bank
1 Sept '25 Inset Day 1	2 Sept '25 Inset Day 2	22 May '26 Inset Day 3	1 June '26 Inset Day 4
20 July '26 Inset Day 5			

 = Inset Day
 = Half Term Break
 = Bank Holiday

Academic calendar 2026/27 UK

September 2026 Mo Tu We Th Fr Sa Su 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	October 2026 Mo Tu We Th Fr Sa Su 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	November 2026 Mo Tu We Th Fr Sa Su 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	December 2026 Mo Tu We Th Fr Sa Su 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31
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Bank holidays 2026/27 UK

25 December '26 Christmas Day	1 January '27 New Year's Day	29 March '27 Easter Monday	31 May '27 Spring Bank Holiday
28 December '26 Substitute working day	26 March '27 Good Friday	3 May '27 Early May Bank Holiday	30 August '27 August Bank Holiday
Inset Days 2026/27			
1 September '26			
2 September '26			
4 January '27			
26 May '27			
7 June '27			

 = Inset Day
 = Half Term Break
 = Bank Holiday

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