

Keeping In Touch With School



Bengeworth CE Academy

Our Vision:

*We endeavour to create a **caring** school, which is:*

Imaginative in our approach

Pioneering in our ambitions

Inspirational to our people

Effective in our outcomes

Challenging in our aspirations

Introduction:

This booklet is provided to help parents to be aware of the range of communication methods used by Bengeworth CE Academy. The menu below is an overview of these arrangements which are set out in more detail within the booklet.

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Our Leadership team



Mr Coaché
Executive Head



Mrs Potter
Head of School
King's Road



Mrs Shaw
Head of School
Burford Road



Mrs Sénèque
Associate Head
& Inclusion Lead



Mrs Snowdon
Deputy Head of
School



Mrs Harley-Preller
Deputy Head of
School



Mrs Booth
Bursar

Contacting School

If you have concerns about your child, your first point of contact should be your child's class teacher. You can ask for a meeting with them to be arranged at the beginning of the day when you drop off your child or at the end of the day when you pick up.

If you wish to contact the school with any other enquiries, please use the numbers below.

If you wish to contact school our number is: 01386 442047 –

To speak to someone in the office press:

- 1 - for Burford Road setting**
- 2 - for King's Road setting**
- 5 - for Finance or Breakfast Club information or bookings**

To record a school absence call: 01386 442047 and press:

- 3 - for Reception and Year One.**
- 4 - for Year 2 to Year 5**



Bengeworth CE Academy
An Outstanding Church of England First School

Kings Road, Evesham, WR11 3EU

Tel: 01386 442047 Fax: 01386 48303

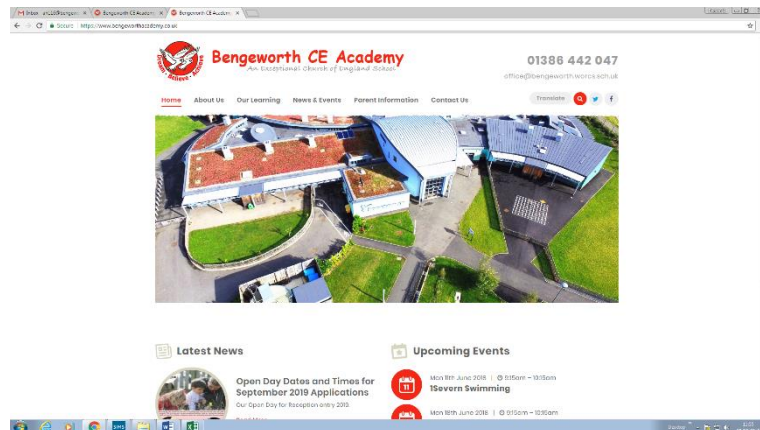
E-Mail: office@bengeworth.worcs.sch.uk

Webpage: www.bengeworthacademy.co.uk

Company Registration: 08943457

Headteacher: David Coaché

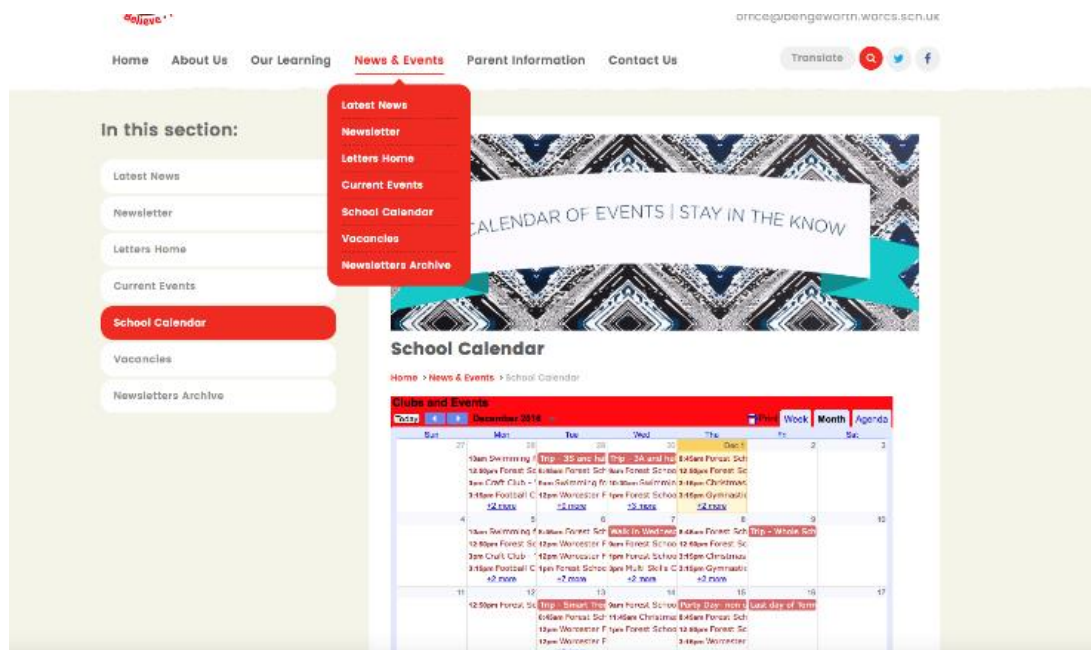
Bengeworth Academy website



www.bengeworthacademy.co.uk

You will find all sorts of information including letters home, information on how to book into Breakfast Club and the contact numbers, Newsletter and much more.

We have also included a school calendar on the website, to keep you up-to-date with events taking place in school. This is accessed via the News & Events tab.



Our School App

To make things even easier to keep in touch, we also have an App that is in line with our website which is called 'School News'.

To enable you to access this app, you will need to go to your phone App store

App Store – IOS

Google Play – Android

Phone Store – Windows

Open your phone's App Store/Google Play/ Phone Store and search for 'School News'. You will see this icon.

- Select download.

To enable push notification:

IOS/Apple:

- Select settings > notification> select 'School News'
- Configure the app to the style of notification you wish to receive.

Google Play/ Android

- Select settings > sound + notifications > application notification > Select 'School News'
- Configure the app to the style of notification you wish to receive.

Phone Store/ Windows

- Select settings > notifications + actions > select 'School News'.
- Configure the App to the style of notifications you wish to receive.

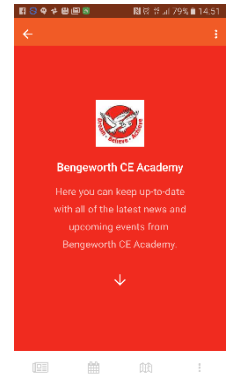
Using the 'School News' App

Adding Bengeworth CE Academy to your app:

- Open 'School News' app
- Select 'Find my School'
- Search is available from your current location or the school postcode WR11 3EU.
- Searching by location: GPS data must be enabled on your device. This will search for all the schools in a 10-mile radius of your device.
- Select Bengeworth CE Academy and start using the app.
- Your device will automatically be update any posts from Bengeworth CE Academy.

Adding events to your calendar:

- Select the Events tab inside the app.
- Select detailed view on an individual event.
- Select 'Add to my calendar'.
- Edit appropriate reminder dates for this event.



Facebook & Twitter

Bengeworth now has a Facebook and Twitter page. This enables us to share lots of exciting news and information on a platform widely used by many. This is available for parents to find directly from Facebook or via a link on our website in the top right hand corner of the homepage.

We will use this to publish information about all the exciting events taking place at Bengeworth including sporting events, achievements in and out of school with other agencies and also to upload photographs such as the Nativity and any productions that take place within the school. As well as having the Newsletter emailed to you, we will also add it to the website and post it on Facebook and Twitter so that everyone is up-to-date with everything that is happening in our school.

If your child has achieved something outside school, do let us know as we would love to share it with everyone not only on our Newsletter but on social media too.



<https://www.facebook.com/Bengeworth-CE-Academy-1694816280839024>



<https://twitter.com/@bengeworthCE>



Cashless and Paperless system and Text service



In an effort to become a paperless and cashless school, we are asking our parents to only use our e-payment method to pay for dinner money, trips, music lessons etc. This means that you can pay for items by using your mobile phone, tablet or computer or a letter can be created with a barcode, so that you can take it to a pay point if you wish to still pay by cash.

To enable you to use this system, you will receive a letter at the start of their Reception year which will include a username, password and instructions of how to set up your account. If you already have an older child and currently use ParentPay, you will be able to add a sibling to the same account.

We would need to know any changes to email address and mobile telephone numbers as soon as possible, to enable us to keep you informed about school events. If you are not receiving letters or Newsletters to your email, check your Spam box. If it has gone into there you will need to change a few settings to enable emails from us to go automatically into your Inbox.

If you are not receiving anything at all, please come into the school office so that we can check that we have the correct details for you.

We are able to send you a reminder text if required of events that may be taking place in school or unexpected school closures due to weather etc.

There is a link to ParentPay on our website www.bengeworthacademy.co.uk



Company Name:

**Bengeworth Multi-Academy
Trust**

Registered Office:

King's Road, Evesham, WR11 3EU

Telephone number:

01386 442047

Company No:

08934357

Registered in England and Wales