

INDEX

- 1) **Welcome to St Mary's School**
- 2) **General Information**
 - a) Education Services and Information
 - b) Constitution of Governing Body
 - c) People who work at our school
 - d) Holiday Dates
 - e) Admissions
 - f) Transfer to Secondary School
- 3) **School Ethos and Aims and Curriculum**
 - a) Mission Statement
 - b) School Ethos and Aims
 - c) R.E. Curriculum
 - d) Sex Education/Family Life Policy
 - e) Curriculum Aims
 - f) National Curriculum
 - g) English
 - h) Maths
 - i) Science
 - j) Special Educational Needs
 - k) Extra Curricular Activity
 - l) Computers
 - m) Sport/Swimming
 - n) Music
 - o) Recording and Assessment
 - p) Key Stage National Curriculum Test Results
 - q) Complaints Procedure
- 4) **Organisation**
 - a) Pastoral care
 - b) Discipline
 - c) Homework
 - d) Visits to School
 - e) Trips
 - f) School Hours
 - g) Punctuality and attendance
 - h) School Bus
 - i) Uniform
 - j) Medicals
 - k) Money and School Fund
 - l) Friends Association
 - m) Local Support



WELCOME TO ST MARY'S R C PRIMARY SCHOOL

The Staff at St Mary's School are committed to providing a warm caring environment, in which pupils of all abilities can achieve their full potential both academically and spiritually.

If your child is to join us for the first time we welcome you as parents and look forward to a happy and successful association over the coming years. If you already have a child here at St Mary's, we are pleased to renew the links between us.

At this school we believe strongly in parents and staff working together in a spirit of true partnership. Your child's success at school depends upon this co-operation and we genuinely value the close relationship, which we have established with our parents.

We are pleased to provide information, which may help your child to settle happily into the school community. However, the information in this booklet is subject to change. Some changes may be necessary during the year and parents will be informed of these in writing.

***Ms A Maher
Headteacher***

EDUCATION SERVICES

Dudley Education Authority

Mr J. Freeman
Director of Education and Lifelong Learning
Westox House
1 Trinity Road
Dudley
West Midlands
Tel. 01384 818181

Free School Meals

Benefits Section
Council House
Dudley
West Midlands
Tel. 01384 818181

Chair of Governors

Father John Darley
St Mary's Presbytery
St Mary's R C Church
High Street
Brierley Hill
West Midlands.
Tel: 01384 823445

School

Ms Anne Maher
Headteacher
St Mary's R C Primary
Mill Street
Brierley Hill
West Midlands.
DY5 2TH
Tel: 01384 818435

Classification of School

Group 2 Voluntary Aided

CONSTITUTION OF THE GOVERNING BODY

The Governing Body consists of:

- a) Foundation Governors appointed by the Trustees of the Diocese.**
- b) Local Authority Representatives.**
- c) Elected Teacher and Parent Governor.**

The officers are elected annually from within the Governing Body. Foundation Governors, Parent Governors, Teacher Governors and LEA Governors are elected to serve for a 4 year period. They may however resign; in which case new appointments will be made to fill the vacancies.

The Present Governing Body is:

Chair Person	Fr John Darley
Vice-Chairperson	Mrs Joanna Griffin
Foundation Governors	Fr John Darley Fr. James Ward Mr Anthony Guinan Mr Martin Jones Mrs Joanna Griffin Mrs Liz Hipkiss Mr Philip Hancox
LEA Governors	Mr John Wood
Parent Governor	Mrs Gaynor Rennicks
Teacher Governor	Mrs Jayne Keegan-Hobbs
Non-teaching Governor	Mrs Laura Turner
Head Teacher	Elects to be a Governor
Clerk of Governors	Mrs Dawn Beese

SCHOOL FUNDING

As a Voluntary Aided School the Governing Body is responsible for the maintenance and upkeep of the exterior fabric of the school building. The Governors are also responsible for maintaining and replacing some of the interior fixtures and fittings, in conjunction with the Local Authority.

To fund these expenditures the Governing Body needs to raise money on a regular basis. The St Mary's 90/10 club operates together with a '100 Club' to facilitate regular income into the Governors' Fund.

PEOPLE WHO WORK AT ST MARY'S SCHOOL

Head Teacher	Ms A Maher
Senior Assistant Head	Mrs J Keegan-Hobbs
Assistant Head	Ms O O'Beirne
Teachers	R - Mrs R Rowlands 1 - Mrs M Brereton 2 - Mrs S Finucane 3 - Mrs C. Addis 4 - Mrs J Keegan-Hobbs 5 - Mr. M. Mooney 6 - Ms O O',Beirne
Learning Support	Mrs S. Finucane Mrs A Morgan Mr H Millett
Classroom Assistants	R – Miss M. Marsden 1 – Mrs J Grosvenor 3 – Mrs R Homer 4 – Mrs M. Salter 5 – Mrs C. Murray 6 – Mrs O Baggott
N.N.E.B.	Mrs L. Turner (based in Year 2)
Secretary	Mrs D. Beese
Admin. Assistant	Mrs V. Hambridge
Caretaker	Mr. S. Eagles
Lunch Time Supervisors	Mrs V. Hambridge Mrs. P. Love Mrs J Goodall Mrs. L. Hadley Mrs T Jones
Cleaners	Mr S. Eagles Mrs M Smith Mr M. Gray
School Crossing Patrol	Mrs D. Gray

SCHOOL TERM AND HOLIDAY DATES

School Year 2005/2006

SPRING TERM 2005

INSET Day for staff Wednesday 5th January

Thursday 6th January – Thursday 24th March

Half Term: 14th – 18th February

SUMMER TERM 2005

Monday 11th Apr. – Friday 22nd July

Half Term: 30th May – 3rd June

May Day – Monday 2nd May

AUTUMN 2005

INSET DAY Monday 5th September

Tuesday 6th September – Tuesday 20th December

Half Term Monday 24th October to Friday 28th October

SPRING 2006

INSET DAY 3rd January

Tuesday 4th January to Friday 7th April

Half Term Monday 13th February to Friday 17th February

SUMMER 2006

Monday 24th April to Friday 21st July

Half Term – 29th May to Friday 2nd June

ADMISSIONS

The Governors of a Catholic School have a responsibility laid down by the Diocese to maintain the Catholic character of their school. Their admissions will be controlled with this in mind.

Admissions Criteria

The Admission Policy of the Governors of St Mary's Catholic Primary School is as follows:

The School's Standard Number is 30.

If the number of applications exceeds the standard number, places will be allocated in the following order of priority:

- Baptised Catholic children living within the Parish of St Mary's who have a brother or sister in the school at the time of admission.
- Baptised Catholic children living within the Parish of St Mary's.
- Baptised Catholic children living outside the Parish of St Mary's who have a brother or sister in the school at the time of admission.
- Baptised Catholic children living outside the Parish of St Mary's.
- Non-Catholic children who have a brother or sister in the school at the time of admission.
- Non-Catholic children.

Parents who wish to appeal against the decision of the Governors to refuse their child a place in the school may apply in writing to Fr J. Darley (Chairman of Governors at the school).

TRANSFER TO SECONDARY SCHOOL

It is important for parents to be aware that the admission criteria of secondary schools are set by the schools concerned and are beyond our control. These criteria are reviewed and amended on a yearly basis, and we, as a school, are in no position to guarantee a place at secondary school for *any* of our children, Catholic or non Catholic. Ideally, Catholic children will be able to continue their education in a Catholic secondary school.

It is the responsibility of all parents to consider which secondary school is most suitable for their child and to obtain the relevant information regarding admissions criteria. Additional information will be provided to parents when their children move into Year 6, as that is the time when application to secondary schools will be made.

MISSION STATEMENT

At St Mary's school we aim to operate an educational philosophy which:

1. Places prayer, liturgy and worship at the heart of school life; encouraging the development of faith of each unique individual within the school's community.
2. Recognises the importance of a purposeful link between home, parish, school and community as a preparation for the pupil's role as a Christian in the wider world.
3. Strives to make our pupils' experiences of relationships within the school productive and positive and seeks to cherish and develop what is good.
4. Promotes the growth and development of the whole person by ensuring that their curriculum experience is within a Catholic setting and where the pupil can acquire skills, knowledge, positive attitudes and Christian moral values.
5. Provides a Christ centred setting whereby all can live out the messages of Jesus with love, understanding and care.

THE SCHOOL ETHOS AND AIMS

Our school aims to develop those values which Catholics believe reflect the gospel of Jesus Christ and the teachings of the Church. The basic religious ethos is to be found across the whole curriculum and is reflected in all areas of the life of the school.

Christian values permeate each area of experience and learning; in this way we endeavour to promote the formation of the whole person. The overriding aim of the school therefore is the Christian growth of the children, not simply their growth in their own faith, but their growing awareness of the world as a maturing and worshipping Christian.

In order to create an atmosphere which enables true Christianity to grow, we aim:

- a) To provide a caring, happy environment in which all pupils develop self-confidence and self-respect.
- b) To provide an environment in which all children can make a worthwhile contribution, where everyone is valued and everyone's needs are respected as important.
- c) To help the children realise that the school is a praying community, by highlighting the uses of prayer as thanksgiving to God in times of need, both personal and communal.
- d) To emphasise the Christian ideal of service, by giving the children the opportunity to help people in need, both locally and universally. These Christian values are incorporated in our School Mission Statement, which has been agreed by the Governing Body and the Staff.

RELIGIOUS EDUCATION CURRICULUM

Religious Education at this school accounts for 10% of the total curriculum time.

As St Mary's is a voluntary aided Roman Catholic Primary School, doctrine is given in accordance with the teaching of the Catholic Church. In this respect the children all follow the Veritas Religious Education Programme, which is the prescribed course throughout the Birmingham Diocese. Catholic children are also instructed in school for the sacraments of Reconciliation, First Holy Communion and Confirmation.

Religious Education at St. Mary's is linked to a series of Attainment Targets and Statements of Attainment, prepared by the Department of Religious Education for the Archdiocese of Birmingham. This Department has also issued a policy framework for all Catholic Schools entitled 'Communicating Christ'. Details of this and the attainment targets are available from the school on request.

A corporate act of worship is held each day. Class assemblies, School/Class Masses, celebrations and other religious services are held during the year both in Church and in School. Parents are warmly invited to attend these, and are informed of the dates well in advance.

The Headteacher discusses the religious aspects of school life with parents before a child is admitted to the school. Should any parent wish, however, to withdraw a child from religious education, arrangements may be made according to demand.

SEX EDUCATION/FAMILY LIFE POLICY

The Governing Body of St Mary's RC Primary School, has agreed that the following general principles to Family Life/Sex Education will apply: -

- a) The School will provide a programme of Family Life Education which:
 - i) is firmly based on Christian principles and positive Catholic teaching;
 - ii) combines treatment of the biological, social, moral and religious aspects of family life;
 - iii) presents such treatment in the context of marriage, the family and family relationships.

The Programme will in all respects, conform to the teachings of the Catholic Church. It will extend over all the years in the school, and at each stage will be attuned to the respective needs of various age ranges. It will pay due attention to the special needs of both boys and girls.

The Programme will be progressive in structure and will be based on "God's Gift of Life", the Diocesan Guidelines which specifically relate to the core 'Veritas Scheme' running throughout the school.

With regard to Family Life Education, parents will be informed in advance (every year) of the nature of the Programme planned.

CURRICULUM AIMS

The school has many other aims with regard to the curriculum, which may be summarised as follows:

1. To encourage our children, irrespective of their sex, origin or special circumstances, to achieve the highest educational standards of which they are capable.
2. To help pupils develop lively, enquiring minds and to acquire knowledge and skills relevant to adult life in a fast changing world.
3. To stimulate and challenge pupils of all abilities by providing a curriculum which is both broad and balanced.
4. From September 1995, to implement the National Curriculum in accordance with the instructions of the Secretary of State. (Education Reform Act 1993)

NATIONAL CURRICULUM

In accordance with the 1993 Education Reform Act, all children now study the National Curriculum. This comprises of:

a) Core Subjects

English
Mathematics
Science
Religious Education

b) Foundation Subjects

History
Geography
Music
Physical Education
Art
Tech
ICT
PHSE

Key Stages

Pupils from Reception work on the Foundation Stage Learning programme, Year 1 and Year 2 will be working on Key Stage 1 of the National Curriculum, while those in Year 3, 4, 5 and 6 will progress through Key Stage 2. Each Key Stage is managed by a co-ordinator who is directly responsible to the Head Teacher.

Curriculum Delivery

The content of the National Curriculum is prescribed in the Programme of Studies contained in the statutory orders. To ensure that these are adequately covered St Mary's has devised a Whole School Plan consisting of a series of topics spanning the whole of the primary age range.

Planning

Each half term a new "Topic" will be in operation. This will be a Science/History/Geography based Topic. Cross-curricular teaching is very much encouraged, particularly with the younger children in Key Stage 1. Older children receive a more subject-based curriculum.

LITERACY

'Language' development is regarded as central to children's learning. Much time is spent on the acquisition of skills in reading, writing, speaking and listening and drama. As do all schools, St. Mary's follows the 'Literacy Hour' learning programme.

Our Basic Reading Scheme is Ginn, but this is supplemented by many additional schemes to broaden reading horizons and encourage reading for pleasure. Each class has a selection of fiction books and this is supplemented by class non-fiction bulk loans from the School Libraries Service.

Our school library houses all non-fiction material. Children are encouraged to visit the library regularly and select information books to support topics and personal research.

MATHEMATICS

Much work has been done at St Mary's to develop an enriched mathematical curriculum. Again the 'Numeracy Hour' is observed.

Our school scheme is based around the Heinemann Scheme, supplemented by STEPS Mathematics. Both schemes aim to promote competence in basic arithmetical skills that can then be used to solve problems and investigate mathematical concepts.

Children will be required to become calculator literate and apply mathematical concepts in a variety of situations.

SCIENCE

Science is organised on a topic basis. The emphasis of our science work is based on practical investigations. Children will be required to communicate and record their findings and develop scientific concepts in the form of fair testing. A close link with science is the use of our locality and environment.

COMPUTER AND INFORMATION TECHNOLOGY

Computers are used throughout the school to promote better learning and understanding and to fulfil the requirements of the National Curriculum. Equipment is being updated and supplemented all the time. A major review of the I.C.T. (Information Communication Technology) curriculum is being undertaken as the school has been fitted with new R.M. machines and software in all classes. This includes scanners, digital cameras, roamers, and a midi linked keyboard. This is an Authority initiative and will take the school forward for ten years with ongoing support and training.

SPORT

Physical Education is a Foundation Subject. All children are expected to join in Physical Education which comprises Gymnastics, Dance, Games, Athletics and outdoor pursuits. They must change into suitable clothing.

All children are encouraged to enjoy sport and to increase their own personal performance. Children usually play football, netball, rounders, cricket and smaller team games to increase the acquisition of skills.

We have a large field which is ample for sporting activities and is used all year round. Sport specialists from Dudley LEA Link Scheme visit school to promote sport on a regular basis.

SWIMMING

Key Stage 2 children (Year 3 & Year 4) receive swimming lessons at Brierley Hill Baths. Parents support this by making a contribution for the lessons.

Children receive lessons on a rota basis and our aim is to make children safe in water.

EXTRA CURRICULAR ACTIVITIES

In addition to the normal curriculum sports practices and inter school football matches are held after school. Halesowen Town Football Club work regularly in promoting soccer skills with children of all ages at St Mary's.

Staff run a variety of extra curricular activities on a half termly basis. These include Art, Science, Gardening, Cooking and Football Clubs.

Recorder groups meet on a regular basis during the school lunchtime.

DUDLEY MUSIC SERVICES

In addition to the required music curriculum, children are given the opportunity to develop skills in playing musical instruments. Tuition can be given for playing guitar, keyboard, woodwind, brass and string. Singing can also be arranged via the Centre.

Details of the service and charging policy are available to any parent.

SPECIAL EDUCATIONAL NEEDS

The Staff at St Mary's are committed to acknowledging and supporting children with Special Educational Needs. The 1993 Education Reform Act requires that the Statutory Code of Practice be adhered to whenever a child is identified as having Special Educational Needs. Our Special Educational Needs co-ordinator is Mrs. Rowlands. She works closely with each class teacher and the Head Teacher to ensure that the following aims and objectives are met.

Aims and Objectives

1. To identify and assess as early as possible all children with special educational needs.
2. To make provision for all pupils with special educational needs by the most appropriate agency.
3. For all teachers to be responsible for meeting the individual needs of children with special educational needs.
4. To value the knowledge, views and experience of parents and liaise with them on a regular basis.
5. To co-operate closely with all agencies involved in the provision of special needs.
6. To help children with special needs recognise their strengths as well as their weaknesses and develop potential areas of success.
7. To set up a register of all children with special educational needs and record the steps taken to meet the needs of individual children.

Support for able children is provided by team teaching in some cases.

RECORDING AND ASSESSMENT

A school policy for recording children's progress in relation to the National Curriculum has been designed and is adopted by the school.

On-going records of progress are kept and these, together with the Annual Report, are discussed with Parents at Termly Consultative Evenings.

Parents are however welcome to make appointments to visit the school to discuss their child's progress within the National Curriculum at any time.

NATIONAL CURRICULUM TEST RESULTS

The results of the National Curriculum assessments are on the following pages – the data on these pages gives St. Mary's results for both KS1 and KS2 compared with the Local Education Authority and National results.

COMPLAINTS PROCEDURE

Regarding School Curriculum and Related Matters

The Governors would hope and expect that any complaint could be resolved through informal discussion between parents and the Head Teacher.

The Local Authority has however, established a formal procedure for any complaint which cannot be settled in this way. The Archdiocese of Birmingham has separate arrangements for the consideration of a complaint about Religious Education and Worship.

Full particulars of these procedures are available from the school on request.

PASTORAL CARE

There are seven teaching groups at St Mary's, each lead by a class teacher who will want your child to feel happy and successful. If you have any worries please let your child's teacher know. If there are particular home circumstances that might affect your child, then it would be best for us to know that too. Similarly, we will relay our concerns to you.

Both teaching and non-teaching staff aim to get to know all of the children as individuals. In this way we are able to take better care of them and can cater for their needs at different stages of development.

We offer equal opportunities for all our children. Our aims are to:

- a) enable our pupils to live, learn and play together.
- b) have full access and opportunity in all aspects of the life and work of the school.

At St Mary's RC School we have a school policy on bullying and regard this as unacceptable.

DISCIPLINE

Every effort is made to develop the self worth of each child. Our pupils we hope, feel happy and secure in their school environment. If they see their class as "the family for the day", they can work in a purposeful and caring atmosphere. We aim to minimise disciplinary problems by making it clear that praise is preferred to reprimand. Achievements of all sorts are recognised in full assemblies and are recorded so that our children and their families can share their success.

However, there are times when pupils need to face actions that are irresponsible and hurtful. All our pupils have a clear understanding of what is unacceptable and will be warned strongly when this occurs.

Very occasionally children may need to be given the chance to monitor their own behaviour for an extended period of time. In order to help them make a new start a Behaviour Report may be introduced so that these pupils, their teachers, parents and our lunchtime supervisors can agree targets for improved conduct. The aim here is to help the child confront his/her own shortcomings. In more serious cases parents will, of course, be consulted. Exclusion is only an option when all other options have failed.

HOMEWORK

A homework policy is in place at St Mary's Primary School which parents are encouraged to check and sign homework diaries.

Any homework will be planned as part of the overall educational objectives of the school. Homework tasks may vary, from asking parents to hear their children read regularly to setting specific academic exercises.

All children should read regularly for pleasure, in particular younger children who are mastering reading skills.

If a teacher feels that a child needs some consolidation work in other subjects this will be discussed with parents before work is sent home.

Older children

1. May be given maths practice work.
2. May do supplementary work in English.
3. May have to investigate or complete topic work.
4. Can spend time on individual topics.

Should a child have a long absence from school due to illness, work will, of course, be provided on request.

VISITS TO SCHOOL

Prospective Parents

Those parents considering sending their children to St Mary's are warmly invited to make an appointment to meet the Head Teacher and see the school in operation.

Induction for New Children

All children are invited to visit the school during the term before they are actually admitted. This helps them to familiarise themselves with their new surroundings and to get to know the Reception Teacher, N.N.E.B. and all support staff.

SCHOOL TRIPS AND EDUCATIONAL ACTIVITIES

The Education Reform Act Section 118 states that the restrictions on charging for school activities do not in any way prohibit or restrict a LEA or school from seeking voluntary contributions for the benefit of the school or in support of any school activity, whether during or outside school hours, residential or non-residential.

Such contributions must, however, be genuinely voluntary. The terms of any request for contributions must be made clear.

- a) That there is no obligation to contribute and
- b) That registered pupils of a school will not be treated differently according to whether or not their parents have made any contributions in response to the request.

School journeys and visits have great educational value. We intend to do our best to continue this practice for the benefit of the children and we will be asking for full contributions.

RESIDENTIAL VISITS

Children in Year 5 and Year 6 are given opportunities to experience outdoor activities at residential centres. PGL to Devon has been well received the past two years. All expenses have to be met by parents. Payment is usually spread over several months.

SCHOOL HOURS

Infants

8.50 a.m. - 12.00 p.m.

1.00 p.m. - 3.00 p.m.

Juniors

8.50 a.m. - 12.15 p.m.

1.00 p.m. - 3.00 p.m.

Please ensure that your child **does not** arrive before 8.40 a.m. when staff supervision is available, but remain aware that school starts at **8.50am** and ensure that your child is here on time.

Parents Wishing To See Class Teachers

Teachers are available to see parents from:

- a) All pupils: 8.40 a.m. - 8.50 a.m.
- b) Infants: 12.00 p.m. - 1.00 p.m.
Juniors 12.15 p.m. - 1.00 p.m.
- c) All pupils: 3.00 p.m. onwards.

If you wish to see your child's Class Teacher, please make an appointment and try to ensure that you comply with the above times to assist with organisational plans.

PUNCTUALITY

Punctuality is expected of all children. The school day begins at 8.50 a.m. prompt and latecomers cause disruption to the whole class. Under the latest guidelines we are informed that late arrivals must be clearly indicated on the class register- the children arriving on the school bus, if late, are marked differently.

ATTENDANCE

When a child is absent, the school must be contacted by telephone or letter indicating the reason for the absence. This should be done within two days of the child's return to school. If a satisfactory explanation for absence is not received, the absence is classed as "unauthorised".

Frequent absenteeism is reported to the School Welfare Officer.

The attendance of the vast majority of the children at our school is excellent.

Children Travelling By Car:

For safety reasons Parents **must not** drive cars into the school playground. Please remember to keep the school crossing clear when parking outside the school gates. Please observe the zigzag markings.

SCHOOL UNIFORM

Boys' Uniform:

Grey Trousers, pale blue school polo shirt, navy blue school sweatshirt.

Boys' P. E. Kit:

White school T-Shirt/Navy shorts, black pumps.

Girls' Uniform:

Navy blue skirt, pale blue polo shirt, navy blue school sweatshirt.

Girls' P. E. Kit:

White school T-Shirt, navy shorts/skirt, black pumps.

Shoes - Boys and Girls:

Black sensible school shoes are highly recommended. We discourage trainers since wearing these all day is neither smart nor healthy.

Jewellery:

It is the policy of the school that pupils **should not** wear any form of jewellery at any time.

Name Tags:

All items of clothing must be marked clearly with the child's name. If anyone has a difficulty concerning school uniform, please contact the Headteacher.

MEDICAL/HEALTH

Illness/Accidents In School

Parents are responsible for filling in the emergency form provided by the school. This includes the name and telephone number of a person who may be contacted, with the minimum of delay, if a parent cannot be located. Parents must notify the school secretary when details entered on the emergency form need amending. Only in exceptional circumstances will a child be taken to hospital without a parent. If a parent considers their child is not fit to play outside or participate in PE lessons a note must be sent to the class teacher.

Medicines In School

Class teachers are not responsible for the administration of medicines. No tablets, medicines or inhalers should be sent to school with children. These must be brought by an adult and given to the class teacher

with written instructions of times and dosage. A medical consent form is available from the school secretary. It is the responsibility of parents to collect medicines at the end of the school day.

Medical And Dental Appointments

When appointments are arranged during school hours children must be collected and brought back to school by a parent or a responsible adult. No children will be allowed to leave school premises unaccompanied. Class teachers must be notified of these appointments.

Medical Examinations

All children have a medical examination during their first year in school. Parents are invited to attend and discuss any problems with the doctor, who arranges appropriate action.

Dentist

All children are examined by a dentist at age 5 years. Parents are informed of any follow-up treatment necessary.

Hygiene

Problems may be discussed with the Headteacher who will contact the school nurse if necessary.

Hearing And Vision Screening

Children are screened for hearing during their first year in school. Parents are informed of problems needing further testing or follow-up treatment. Vision screening is undertaken by the school nurse. Parents are informed of any condition needing further investigation.

Health Care Interviews

These are carried out by the school nurse. She is based in the community, either at the Health Centre or Clinic. She is a registered general nurse, promoting the health and well being of the school child.

All the interviews take place on a one to one basis and various checks such as vision, height, weight, feet and oral hygiene are carried out. Appropriate health education is given during this time. Any problems are followed up by the school nurse.

First Aid

The school is equipped to deal with minor accidents. These are dealt with by our first aid staff who informs a member of the senior management team. Every effort is made to contact parents before any action is taken in the event of a more serious accident. It is the responsibility of parents to ensure that emergency forms are kept up to date with relevant telephone numbers and addresses.

Child Abuse

The Headteacher is the designated Child Protection Co-ordinator. Our School aims to provide suitable support and guidance so that our children have a range of appropriate people who they feel confident enough to approach if they are in difficulty. We contribute to the prevention of child abuse through our Christian teaching, aims, ethos and Religious Education Curriculum. We build awareness of the dangers of abuse, help children protect themselves and develop responsible attitudes to life.

SENDING MONEY TO SCHOOL

It would be greatly appreciated if ANY MONEY sent in to school could be sent in SEPARATE envelopes for EACH CHILD and EACH ITEM, with the CORRECT amount enclosed. Please mark envelopes as shown below:

CHILD'S NAME _____

CLASS _____

PURPOSE (e.g. School Fund/ School Trip)

AMOUNT £ _____

School Meals

Money for school meals must be paid on a lunchtime to the cashier in the school hall. It is possible to pay for a full week on a Monday if you wish. Cheques should be made payable to 'CATERING AND CLIENT SERVICES'

School Buildings Fund Levy

This is paid every half term. £5 per child or £7.50 per family. This money is collected on behalf of the Diocesan Schools Commission and is used to fund building work at our school

. We continue to be very grateful for the generosity of our parents.

FRIENDS OF ST MARY'S

We have a very active Parents Association, The Friends of St Mary's. They organise Fund raising and social events. All parents are automatically members and we look forward to this Association going from strength to strength. We hope that you will support the events that are organised and that you will wish to become involved in the future.

Activities have included; children's discos, barn dances, quiz nights, Christmas and summer fayres, jumble sales, coffee mornings to name but a few.

LOCAL SUPPORT

St Mary's School enjoys local and Parish support and we would like to thank parishioners of St Mary's and our Lady of Lourdes Churches for their interest and encouragement. We are also very grateful for donations and support from neighbouring companies and businesses.

We have close links with the Police and Safety Officers in our locality, also the Fire Service who talk to our children regarding Health and Safety issues.

The St Vincent De Paul Society of St Mary's church has a particular bonding with our school. We regularly provide items for St Vincent De Paul members to distribute to those in need within our area.