

Head teacher's Welcome

Dear Parents and Guardians,

Thank you for requesting St. Mary's Catholic Primary School Prospectus. We are delighted in your interest in our school and hope our prospectus explains how our school works and what we offer for your children.

This is obviously only a taster and we would welcome a visit from you so that you can get a 'feel' for the school. Please phone to make an appointment to visit when either the Head teacher or a Senior Leader will be happy to show you around and answer any questions that you may have.

School is a very special time for children and we are passionate about providing fabulous experiences in a safe, happy environment that encourages them to strive to do their best. We look forward to welcoming you and your child into our school.

Rachel M. Molyneux
Head teacher

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General Information

<u>School Address:</u>	St. Mary's Catholic School Ffordd Llewelyn, Flint. CH6 5JZ Tel: 01352 733231
<u>E mail Address</u>	smmail@hwbcymru.net
<u>Twitter Account</u>	@stmarysprimary1
<u>Chair of Governors:</u>	Mr. Philip Leddy
<u>Head teacher :</u>	Miss R M Molyneux
<u>Deputy Head :</u>	Mrs. F. Perrin
<u>Director of Education:</u>	Mrs. Claire Homard County Hall, Mold. Flintshire CH7 6ND 01352 752121
<u>GwE Challenge Adviser:</u>	Mr. David Edwards

School Staff:

SLT

Head teacher :	Miss R M Molyneux
Deputy Head teacher:	Mrs. F. Perrin
Foundation Phase Leader	Mrs. F Perrin
ALNCo	Mrs. C. Roberts

Teaching Staff:

Mrs. K. Clements
Mrs. E. Murphy
Miss J. Nicholl
Mrs. J. Owens
Miss N. Fisher
Mr. A. Bianco
Miss C. Jones
Mrs A. Joinson
Mr. I. Jones
Mrs. K. Jones
Mrs. D. Morris

T. A.'s Level 3

Mrs M. Powell, Ms. D. Williams (KS2),
Mrs. Z. Atkinson, Mrs. S. Williams

TA's (Foundation)

Level 2

Mrs. K. Dooley,
Miss R. Evans, Mrs. S. Gibbons
(supply) Mrs. D. Hough, Mrs. K. Loska,
Mrs. S. Phillipson,
Mrs. S. Rowe

TA's (KS2)

Mrs. K. Dalton, (**Level 3**)
Miss B. Guirela, Mrs. L. Owen,

TA's 1-1 support

Mrs. K. Hobson (Toileting)
Mrs. K. Thomas (0.5)/
Mrs. J. Molyneux (0.5)

Secretary

Mrs. M. Blakemore

Admin. Assistant

Mrs. A. Mullarkey (0.6)

Caretaker

Mr. P. Harper

Cleaners

Mrs L. Allman, Mrs. J. Roberts

Cook

Mr. C. Rimmer

D.R.A.'s

Mrs. E. Humphries (Senior MDSA)
Mrs. C. Harper, Mrs. S. Bradley
Mrs. M. Leach, Ms. D. Williams

School Nurse

Mrs. D. Kay

Inclusion Welfare Officer (I.W.O.)

Mrs. G. Howard

St Mary's RC Primary School Board of Governors

Governor role		Term Ends
Head teacher	Rachel M. Molyneux	n/a
Chair/ Foundation	Philip Leddy	Sept. 2020
Vice Chair/ Foundation	Laura Loftus	Sept. 2020
Foundation	Fr Adrian Wilcock,	Sept.2020
Foundation	Ian Evans	Jan. 2021
Foundation	Tomosz Szczuka	Sept. 2020
Foundation	Clare Hansen	Jan. 2021
Foundation	Sian Williams	Jan. 2021
Council/LA	Cllr. Paul Cunningham	Jan. 2019
Teacher	Aisling Joinson	Jan. 2021
Staff	Karen Dalton	Jan. 2021
Parent	Vacancy	Jan. 2017
Town Council	Cllr. Michael Moore	Feb. 2019
Clerk	Carol Sheane	N/a

The Aims and Ethos of Our School

In line with **Our Mission Statement**,

'We Live, Learn and Grow Together in Jesus'

'Dwi'n byw, dysgu ac tyfu efo'n gilydd yn Iesu'

our primary aim as a Catholic Voluntary Aided School is to enable the children to become aware of God's presence in their lives and encourage their response to His invitation to enter a personal relationship with Him.

We would hope that all that occurs in our school gives us the opportunity to show God's loving care for each other and for everyone involved with the family of St. Mary's.

Our school is committed to the development of the whole child, we hope that by fostering a caring Christian community with a secure, happy, stimulating environment linked with a broad, balanced, differentiated curriculum each child will fulfil their potential spiritually, academically, physically and emotionally. It is our belief as teachers in a Catholic school that every child and adult in our care is unique and created in the image and likeness of God and possesses special characteristics and qualities, which it is our task to bring out to the full.



Admissions

As a Catholic School in the Diocese of Wrexham we welcome all children and ask parents applying for a place here to recognise and respect our commitment to the Catholic education and the nurturing of the children on their faith journeys. This does not affect the rights of parents who are not Catholic to apply for a place here.

If your child is 3 by August the 31st you can apply for a part-time Nursery place for that September. If your child is 4 by August the 31st you can apply for a full-time place in Reception for that September. A place in nursery does not necessarily guarantee a place in full-time school. Admission forms can be completed online from the Local Authority or collected from School.

School Hours

<u>Nursery:</u>	8.55 a.m. to 11.30 a.m.
<u>Foundation Phase:</u>	8.55 a.m. to 11.45 a.m. 1.00 p.m. to 3.10 p.m.
<u>Key Stage 2:</u>	8.55 a.m. to 12.15 p.m. 1.15 p.m. to 3.10 p.m.



Religious Life of The School

Religious Education is the core of our Catholic School. The school uses the 'Come and See' Religious Education programme to encourage and support children to further develop their own knowledge and understanding of the Catholic Faith. We aim every day to live out our Mission Statement,

*'We Live, Learn and Grow Together in Jesus'
'Dwi'n byw, dysgu ac tyfu efo'n gilydd yn Iesu'*

Throughout the year we relate to the cycle of the Church's year with liturgical celebrations and assemblies. Fr. Adrian visits school to share Mass with us every term and on special occasions so that we can celebrate all our achievements during the term and ask God to bless us in all that we strive to do in our school and Parish community. The School joins with the Parish to prepare and celebrate the Sacraments of Reconciliation and First Holy Communion.



School Curriculum

School provides a broad, balanced, differentiated curriculum, where all children can develop independence and skills for life. We work with individual children to ensure that they achieve their potential and cater for all children's unique characters, talents, needs and interests.

Religious Education

Religious Education is the heart of the curriculum in our Catholic school. The children enjoy the experiences from the 'Come and See' programme that we use.



Foundation Phase Curriculum

Children throughout Foundation Phase follow a curriculum designed to allow the holistic development of the child. Young children's growth and development varies and the Foundation Phase curriculum acknowledges and promotes this. The curriculum sets out experiences and skills within the areas of learning and the activities and provision set out in our excellent indoor and outdoor learning environment supports this. The areas of learning are:

- Language, Literacy and Communication
- Personal and Social Development, Wellbeing and Cultural Diversity
- Mathematical Development
- Welsh Language Development
- Knowledge and understanding of the World
- Physical Development
- Creative Development

ICT skills and Curriculum Cymraeg enhance each of these learning areas wherever possible.

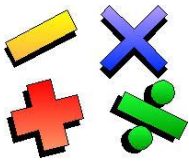
Core Subjects at Key Stage Two



English

Key Stage 2 work within the National Curriculum Guidelines covering **Oracy**, **Reading** and **Writing**. We enable children to develop skills to communicate their ideas both verbally and in written form. Children are encouraged to read widely, for pleasure as well as for information.

All learners' needs are met through a variety of creative teaching approaches that develop the three main strands of the English Curriculum.

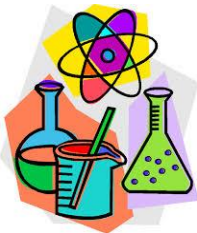


Mathematics

Our aim is that all children acquire mathematical skills and concepts in a way that has relevance for them in the outside world as well as throughout the curriculum.

We work within the National Curriculum Framework for Wales that covers four areas;

- Using and Applying Mathematics,
- Number and Algebra
- Shape, Space and Measures and
- Handling Data.



Science

Science gives us an understanding of ourselves and the world around us. As a core subject it has an important part to play in our school curriculum. By building upon the natural sense of wonder and curiosity of the children we aim to help them to find answers to their questions. This is mainly through the use of practical activities and first hand investigations in which they will develop their scientific skills, knowledge and understanding.

There are two main areas of Science;
Planning and Communicating,
Developing and Reflecting.



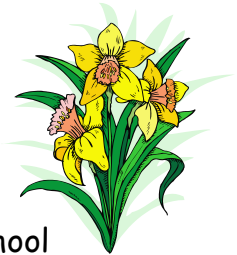
Digital Competency

Digital competency at Key Stage 2 is taught during focused ICT sessions and through planned activities in other subjects. The school keep abreast of up-to-date and relevant technology. We also put a strong emphasis on teaching the children to use ICT safely.

Welsh

Welsh is taught as a second language to;

- Ensure that the children enjoy lessons therefore fostering a positive attitude to the Welsh Language
- Endeavour to make Welsh a living language within the school community
- Foster a real interest in Wales, Welsh Heritage and Culture through class -work, assemblies and visits



National Literacy and Numeracy Framework

This provides a structured and progressive framework for schools to develop and embed children's literacy and numeracy skills across all areas of the curriculum. In May children from Years 2-6 will sit National Tests in Reading Comprehension, Procedural Maths and Numerical Reasoning.

Foundation Subjects at Key Stage Two

The Foundation Subjects at Key Stage Two are; Art, Design Technology, Geography, History, Music, Physical Education and Personal, Social and Health Education and are taught through vibrant cross-curricular themes.



ESDGC

Education for Sustainable Development and Global Citizenship is a special part of the whole school curriculum every year. This is a time where children

have the opportunity to explore, investigate, experience and develop their awareness of different countries and their cultures to ensure a respect for all.

Relationships and Sex Education

The school has adopted the Diocesan Policy for Relationships and Sex Education (Currently being updated). All children have lessons in Personal and Social Education (appropriate to their age) and Years 5 and 6 are sensitively taught about issues relating to growing up. Parents are kept fully informed and are welcome to view teaching materials/discuss any issues prior to lessons.

Governors and the Head teacher liaise with the Diocese and Local Authority to ensure that our Policy complies with Diocesan Guidelines.

Record Keeping and Reporting to Parents

Staff are continually assessing the children and recording progress. An early assessment is made shortly after they have started school. This helps the teachers to get to know each individual child ensuring that all make appropriate progress.

We invite you into school to discuss your child's progress with the teacher during the Autumn and Spring Terms. A full report is provided in the Summer Term celebrating your child's achievements and progress.



Additional Learning Needs

St. Mary's is an inclusive school. We recognise the uniqueness of every individual and the contribution that each individual brings to our school community. We work together with pupils and parents to ensure that all children regardless of any 'additional need' receive the best quality education in order to meet their individual needs.

All pupils' learning needs are met through a differentiated curriculum. Sometimes, it may be necessary for pupils to receive additional support in order to make sufficient progress in their learning. Support from the Additional Learning Needs Teacher may be provided within the classroom or pupils may be withdrawn on an individual/group basis. Parents are always kept

fully informed and are an integral part of the process of agreeing and reviewing pupil learning targets.

Equal Opportunities

At St. Mary's we believe that as God's children all people are of equal value and, as such deserve equality of opportunity, thus enabling them to fulfil their maximum potential. To achieve this we endeavour to promote equality and to minimise discrimination in all aspects of school life. All members of our school community, irrespective of race, culture, religion, sex or disability are valued and respected, and treated with courtesy and consideration, so each individual has a true sense of dignity and self-worth.

For disabled pupils there are ramps for access throughout the school and two disabled toilet facilities. Adaptations have been made to allow easy access to all parts of the school buildings.



School Council

St. Mary's is very proud of its School Council, which has representatives from each class from Year One to Year Six. They link in with our whole school community including our Governing Body and parents. Their decisions and contributions have a positive impact on school improvements.

Eco Council

There is a School Eco Council who are voted in by the pupils. This group make a difference in the following areas:

- Litter
- Waste
- Energy
- Water
- School grounds
- Global citizenships
- Transport
- Healthy living

An Eco statement has been agreed by the whole school and each year actions are chosen for improvement.

Healthy School

At St Marys we are also proud to call ourselves a 'Healthy School' and are working hard to achieve the Welsh Network of Healthy Schools National Quality Award. We take a holistic approach to health and well-being activities. We believe that if a pupil is happy, safe and secure and they enjoy a wealth of health and well-being experiences, they will become successful learners, confident individuals, responsible citizens and effective contributors. We welcome the support of our families as we endeavour to promote healthy lifestyles.



Forest School

A forest school has been developed within our school grounds enabling our children to access an enhanced curriculum in the outdoors. The forest school can improve self esteem, independence, confidence, social communication and team skills. Overall behaviour, motivation and attitude to learning are improved as well as health and well-being. Accompanying the forest school we have also established numerous flowerbeds to enhance the grounds.



Health & Safety

The Governing Body, Head teacher and Staff recognise that to achieve a healthy and safe environment throughout the school, co-operation of all concerned is necessary. Our Health and Safety Policy and related issues are regularly reviewed. We have regular statutory fire and electrical checks and equipment is kept in good working order.

Parents are reminded that dogs are not allowed on school premises for obvious Health and Safety reasons. The school and its grounds are a designated no smoking or vaping zone.

It is essential that emergency updated phone numbers are given to school as soon as they change.

Security

We are fully aware of security issues and the need to keep children and staff safe and secure whilst on the school premises and have a security system on all four main doors where cameras monitor who is waiting to gain admittance. The doors are electronically secured and only staff with key fobs can enter. All doors are fire doors that allow easy exit if necessary in an emergency but do not allow free access to school. Visitors report to the main entrance and the Secretary.

To safeguard our children we have an electronic front vehicle gate which is closed to all vehicles except staff. Visitors can gain access only by being admitted from an intercom in the school office so this ensures no vehicle access without staff being aware.



Extra Curricular Activities

At present our school offers the following activities and clubs: Choir, Cookery Club, Dance, Gardening, Musical Instruments (Guitar, Trumpet, Violin) and Sports (Athletics, Football, Hockey and Netball-dependent on Season). These activities take place at various times during the year after school or during the lunchtime. There will be a small charge for some of these activities depending on the availability of venues and external personnel.

Residential Opportunities

Our school is committed to providing our pupils with an exciting and varied programme of outdoor education. Pupils in Year 5 have the opportunity of a residential visit to the Outdoor Activity Centre at Glan Llyn. Year 6 have the experience of visiting our capital city, Cardiff. This promotes Welsh culture for our children.

School Trips

School educational visits and trips are organised throughout the school year to support learning across the curriculum. Costs are always kept to a minimum and parents are informed of the planned trips in advance.

Governors' Charging Principals for School Activities

A voluntary contribution from parents towards the costs may be requested as in the terms laid out below:

- a) Day visits - The cost of day visits will be met from the voluntary contributions of the parents. **Without sufficient financial support from parents outings may not take place.** These are generally self-funding with donations covering costs of transport and admission.
- b) Residential Trips- Glan Llyn, Cardiff etc. Charges in full will be made for board and lodging, transport plus costs of experienced centre staff.
- c) Extra Curricular Activities- Charges may be made for sports coaching activities when expert external staff are involved. A charge is also made for Music Instrument tuition.
- d) Practical Activities- (items to be taken home) Charges may be made for materials if the finished product is to be taken home.
- e) Loss/Damage- Charges may be made for loss or damage to property and equipment which is as a direct result of a pupil's inappropriate behaviour.



Library

St Marys is very lucky to have a richly stocked library that all children have access to.

When using the library pupils are encouraged to develop their library skills to locate the book they need, become familiar with authors and extend their reading experiences.



Promoting and Celebrating Good Behaviour

St Mary's have very high expectations of behaviour from all of our pupils. We are very proud of our children's behaviour and visitors to the school as well as our wider community often comment positively on this.

A variety of strategies are used to promote and reward good behaviour. There is a very comprehensive Behaviour Policy which explains our expectations and procedures if there is a concern. These concerns will always be discussed in collaboration with parents.

The summary sheet for parents is very informative and has been included as an appendix in this Prospectus.

We also have a Home / School Agreement which we require every parent to sign and support. This agreement clearly outlines how we can work together to achieve the best outcomes for your child.



Attendance

In St. Mary's we actively promote and encourage all pupils to achieve 100% attendance and we expect all pupils to attend school every day, on time, as long as they are fit and healthy to do so.

Attendance 2016/17 92.3%

The school must be informed either in writing or with a telephone call as way of explanation on the first day of absence before 9.30 a.m. or as soon as possible, in order for an absence to be authorised.

The target from the Welsh Government for attendance is 96%. The Head teacher cannot authorise any holidays where a child's attendance is below

96%. Also, the Head teacher cannot authorise a holiday until one month before the holiday is due as the % may drop below 96% before the holiday is taken.

Attendance is closely monitored by the Head teacher and the School Educational Welfare Officer. The Educational Welfare Officer will intervene if attendance causes a concern.

*Please note the Local Authority now has the power to issue fines to families for unauthorised absences



School Uniform and P.E. Kit

Children in all classes wear a school uniform which has long been a tradition of the school.

The uniform consists of: -

- Appropriate black school shoes
- Grey skirt or grey/black trousers.
- White or blue shirt
- Royal blue sweatshirt, jumper or cardigan (embroidered with the school logo).
- School tie
- Summer Uniform - plain blue or white polo shirt or shirt and short standard school grey trousers or blue & white gingham dress.

*Sweatshirts, fleeces, polo shirts and 'T' shirts with the school crest and ties are available on order, from the school secretary. **Please ensure that all uniform is clearly labelled.**

P. E. Kit consists of:-

- Plain white t-shirt with crest
- Royal blue shorts
- Socks-white or grey
- Training shoes

In support of our school uniform policy, we also ask that hairstyles are kept sensible and in line with our excellent standard of dress.

Jewellery

Children should not wear any **jewellery in school because of the danger of accidents that may be caused to themselves or others in physical and practical areas of the curriculum.** Watches are not considered to be jewellery, though please do not send your child in with very expensive watches as the staff cannot take responsibility for any damage or loss.



School Meals

Meals are cooked and prepared on the premises. All children have a choice of meals and they are all nutritious and healthy and a menu is provided every term for information. Application forms for Free School Meals are available from the School office. We would be grateful if you could order your child's meals on a weekly basis paying on a Monday, **(please put the money in an envelope with his/her name and class on it).**



Packed Lunches

As a Healthy School we always encourage children to bring in a Healthy packed lunch and appropriate drink (no cans, fizzy drinks or glass bottles please).



Snack and Water Bottles

Every child is given their first water bottle free of charge from school and they are allowed access to them throughout the school day. Please make sure that your child's name is clearly written on their bottle and that it is taken home to be washed and filled daily.

As a Healthy School there are a wide range of fruits provided to encourage children to eat a healthy snack. There is a small weekly charge.



Breakfast Club

St. Mary's provide a Breakfast Club every day for all full time children. The Governors have to charge £2 per day for this club to cover the costs of the foodstuffs and the staff. Cereals, yoghurts, toast and fruit juice are provided and staff then supervise the children who play table-top games until the bell rings for the start of the school day. Application forms to register with the breakfast Club are available from the office and for insurance purposes pupils must be registered at the session before they can attend.



Parent Teacher Association

The school has a very hard working PTA. All teachers, parents past, present and friends of the school are automatically members of the Association and are invited to participate in the various activities. Everyone is welcome to attend the meetings, which are held regularly.

Complaints Procedure

We recognise the importance of building and maintaining excellent relationships with parents and guardians in order that all children enjoy their time at St. Marys and gain the most from their education.

However issues sometimes arise with your children and it is always best to talk to a member of staff as soon as possible so that a resolution can be reached.

In these circumstances we encourage parents or guardians to:

1. Discuss your concern with the class teacher.
2. If you are still not satisfied you should then make an appointment to see the Head Teacher.
3. In the rare event that this does not provide a solution you may wish to write to the Chair of Governors.
4. If the matter is still not resolved, a formal referral will be made to the Diocese and ultimately the Welsh Government. (Though it is hoped no complaint would get this far).

If you require the Complaints Procedure please request it in writing.

Thank you for choosing to send your child to St. Mary's Catholic Primary School and trusting us to support their learning and the development of their personalities. This Prospectus is designed to answer as many questions as possible about St. Mary's Catholic Primary School. If, after reading it, you are unsure about anything please phone school or call in to speak to someone. We want you to know what is happening during your child's day because children achieve most when they are happy and secure and know that school and parents are working together for their good.



Disclaimer

***All information contained in this Prospectus is correct at the time of publication. The Head teacher and Governors reserve the right to make any alterations that they feel necessary.**