

# **St. Mary's Church of England Primary School**



**School Prospectus  
2023 -2024**

Dear Parents / Carers,

We are pleased to welcome you to St Mary's School. It is our strong desire that your children enjoy a successful and rewarding all round education while they are here.

The Church of England established our school in 1860 and seeks to build on this Christian foundation by providing a friendly, caring and happy environment. We want your children to feel confident and work hard to achieve their full potential.

The close proximity of our school to the University and Selly Oak Colleges gives us the opportunity to admit children from many parts of the world. This strong international influence considerably enriches our school community. We also welcome pupils with various disabilities and special education needs and are proud of our achievements in this area.

Our expectations of ourselves and others are high. We make every effort to ensure that every pupil achieves high standards of work and discipline and we seek to create a stimulating learning environment where work is both challenging and fun. We believe that children receive the best education when the whole school community work together in harmony and we hope that you will share with us in providing the very best for them at this important stage in their schooling.

We focus on all aspects of our pupils' development and strive to provide many varied opportunities for school to work with families to support this.

Do visit us and we would be delighted to show you more of our school.

Yours sincerely

Mr S Smith  
Head Teacher

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# SCHOOL PHILOSOPHY AND ETHOS

## ETHOS

Our school is committed to bringing out the best in each other so that every member of the school community can know 'life in all its fullness' (John 10:10). Through learning of the teachings of Jesus, we believe that our children can explore and develop their understanding of Core Christian values as markers and guides for their own lives. We aim for the school's Core Christian values to inform and influence our pupils' moral compass and allow them to enjoy 'life in all its fullness'. These values are known as the 'Sunshine 6'. They are: Forgiveness, Perseverance, Honesty, Compassion, Courage and Respect.



## PHILOSOPHY

We believe that we should provide a secure environment in which all children will develop their particular skills and abilities to their full potential.

St Mary's School welcomes the contributions of governors, staff, parents and community members. We enjoy a close relationship with our local Parish Church encourage everyone to work in partnership for the success of every child, the whole school and for the life of the community.



## SCHOOL AIMS

1. To provide relevant and stimulating learning experiences and opportunities which foster enjoyment and an enduring positive attitude towards learning.
2. To encourage a high level of individual responsibility for conduct and learning by training children to actively listen, reflect on experiences and achievement and develop the ability to discern and make choices.
3. To foster children's self-esteem and help them to build positive relationships with other people.
4. To raise standards of achievement by providing a broad and balanced curriculum that meets both statutory requirements and individual children's needs and which enables children to steadily improve on their previous best.
5. To develop spiritual, moral, social and cultural values as we work together to create a happy, secure environment where everybody is cared for and treated courteously.
6. In accordance with our Christian foundation to develop an understanding and respect for each other's faith, culture and language whilst providing equal opportunities for all.
7. To maintain a child-centred environment that recognises and encourages individual achievement and reflects the richness of our cultural diversity.
8. To build strong and close parental partnerships where parents are well informed and purposefully involved in their children's learning and in the life of the school.
9. To build on the strengths of the staff and governors, helping them to develop as effective leaders and managers of the school, within the framework set down locally and nationally.
10. To contribute to and draw from our wider community, placing particular emphasis on effective liaison with our parish church and local nursery, special and secondary schools.

## SCHOOL STRUCTURE

The school is maintained by Birmingham Local Authority but is a Voluntary Aided (VA) school. This provides the school with additional flexibilities in terms of its strategic management, curriculum and admissions that are used for the benefit for the pupils attending the school.

## OUR GOVERNING BODY

Our Governing Body is established according to the Education Act 1986 (No.2). It is the duty of the Governing Body to manage and oversee the conduct, organisation, supervision and management of schools.

The governing body is ultimately responsible for three key aspects of the school's effectiveness: the quality and standards of education; financial management and the safeguarding of pupils and adults. They work closely with the school's senior leadership team.

It usually meets once each term as a full group with committee meetings taking place throughout the year. There are two places reserved for parent governors with elections taking place for these when a vacancy arises.

## SCHOOL STAFF

The school is led and managed by the Headteacher and is supported by a senior leadership team. Some members of the teaching team, also have additional leadership responsibilities focused on key aspects of the school's provision. The school employs a range of teaching and non-teaching support staff and together, all adults work for the good of the school community.

## ACCOMODATION

St Mary's is a mixed Church of England Primary School, which serves the local community as well as members of neighbouring communities who particularly want their children to attend a Church of England School.



The School is situated on a secluded, well protected site just 400 yards from the junction of Bristol Road and Harborne Lane. It is an attractive site which has undergone major building works in order to expand the school to become two form-entry. We have two large outdoor spaces which support learning and development.

The original school was built in 1967 and provides light, modern accommodation for our youngest children. An extension to the original building was completed 2013. There are now 14 classrooms a studio, a hall, a library and a multi-purpose area. The majority of classrooms have their own entrance. Each classroom is well equipped with resources including an interactive whiteboard in each room.

The school has an extensive bank of ICT resources. There is also Wi-Fi access across the school enabling children to use ICT to support their learning in classrooms through the use of laptops and i-pads. Our modern, comfortable library is well stocked enabling children to borrow a range of texts weekly.



Access ramps and wheelchair lifts have been fitted to enable all children, parents and visitors access to all areas of the school site. We aim to provide a bright and stimulating learning environment, which the children enjoy, and use to support their learning. We encourage them to take pride in looking after St Mary's.

## ORGANISATION

St. Mary's is a two-form entry primary school. We currently have 14 classes which admit 30 pupils per class. When full to capacity our number on roll stand at 420 pupils.

Children are divided into classes according to age. They are taught individually, in groups and as a whole class and carry out tasks individually and collaboratively.

Careful consideration is given to the best method of teaching each element of study.

Priority is given to the teaching of reading, writing and maths and ICT skills, but care is taken to construct each day with a variety of interesting elements and experiences.





## ADMISSIONS

Admissions to Reception Class are co-ordinated by Birmingham City Council and further details can be found at: <https://www.stmarys-sellyoak.co.uk/key-information/admissions/>

The criteria for allocating places is as follows:

**Priority 1: Children in public care** (looked after by the Local Authority)

**Priority 2: Siblings**

Children who have a brother or sister at our school at the time of admission.

**Priority 3: Denominational**

Children of parent(s)/guardian(s) who have applied on denominational grounds. In this case, parent(s) and the child who regularly attend worship at a Church of England church for two consecutive years preceding the deadline for applications.

NB: Only 10% of places within each cohort are eligible for faith claims and these shall be ranked according to distance from the school. Please contact the school for more details.

**Priority 4: Distance**

Children who live closest to the school.



## ATTENDANCE

Our teaching sessions are below (breaks are taken at different times during the school day):

	AM	PM
Years R, 1 and 2	9.00am – 11.30	12.30 – 3.20pm
Years 3, 4, 5 and 6	9.00am – 12.30pm	1.30pm – 3.30pm

We work together, in partnership with parents, to make the school day a happy and productive experience for our pupils. Part of this involves ensuring that children are at school every day on time as we know that poor attendance and punctuality can have a significant impact on the attainment of pupils.

**-A child with 90% attendance misses approximately 4 weeks of school per year.**

**-A child with 80% attendance misses approximately half a term of school per year.**

## ABSENCE FROM SCHOOL

If your child is absent from school for any reason, then you must contact school and leave a message on the school's absence voicemail telephone system by 9.00am on the day of absence. All absences and lateness which are unaccounted for are treated as unauthorised and shall appear as such on your child's school report.

Attendance and punctuality are monitored closely with cases of concern followed and managed. If your child has a doctor/dental appointment during school hours, please notify the class teacher and/or admin team. Children are never allowed to leave school alone during school hours.

## REQUESTING LEAVE OF ABSENCE DURING TERM TIME

Absence in school time means that your child may miss some important aspect of the curriculum. Family holidays during term time are unauthorised. Leave during term time will only be authorised in exceptional circumstances (e.g. close family funerals).

You may request leave under exceptional circumstances by completing a 'Leave in Term Time Request form' which can be obtained from the school Administrative Team. These should be returned to school at least 2 weeks before the required leave.

## TERM DATES 2024/2025

<b>AUTUMN</b>	Monday 2 <sup>nd</sup> September - Friday 25 <sup>th</sup> October	Monday 4 <sup>th</sup> November - Friday 20 <sup>th</sup> December
<b>SPRING</b>	Monday 6 <sup>th</sup> January - Friday 14 <sup>th</sup> February	Monday 24 <sup>h</sup> February - Friday 11 <sup>th</sup> April
<b>SUMMER</b>	Monday 28 <sup>th</sup> April - Friday 23 <sup>rd</sup> May	Monday 3 <sup>rd</sup> June - Monday 21 <sup>st</sup> July

There are 5 days allocated for staff training during an academic year. The training days for 2024/2025 will fall within the above date ranges.



## ARRIVAL AND DEPARTURE PROCEDURES

Parents/carers should accompany children onto the playground in the morning and be waiting there to collect their children at the end of the school day. Children must be supervised by their parents/carers at all times.

External doors to all areas of the building are closed at 9.00am. Latecomers cause disruption to the school routine and often miss essential learning time. If you are late, please bring your child to the school office.

Children should be collected, from the premises, promptly at 3.20/3.30pm. The school has a duty to safeguard the welfare of children and, therefore, we will not allow pupils to leave with anybody other than the persons named on the contact forms without consent from the parent/carer.

If parents decide to allow their child to travel to and from school unaccompanied, they must inform the school in writing.

Some activities such as clubs and sports fixtures take place after school hours. If your child is involved in such an activity you will be notified of its finishing time.

## SCHOOL UNIFORM

- Dark grey or black trousers, skirt or culottes
- White or light blue shirt/polo shirt or blouse
- Blue sweatshirt/fleece or cardigan
- Black shoes or trainers (no patterns or logos).
- Blue and white summer dresses are optional.

### PE Kit

[Black](#) shorts, PE T-shirt (house colour or plain white) and pumps.

**A full copy of our 'Clothing & Uniform Policy' is obtainable on request from the school.**



These may be purchased from:

Midland Schoolwear – Unit 9, 1  
160 Warwick Road, Acocks Green,  
Birmingham

Telephone: 0121 707 2033 or online: [www.yourschooluniform.com](http://www.yourschooluniform.com)

In addition, the school holds second-hand uniform sales throughout the year.

## SCHOOL MEALS

At St. Mary's we operate our own school catering service which allows us a greater degree of flexibility in terms of the choices of food that we offer our pupils. All food is cooked on the premises and the menus attempt to offer a range of healthy and appetising meals for the children. The cook is able to make provision for any child who has a special diet to follow for reasons of health or religion.



All pupils in Reception, Year 1 and Year 2 are entitled to a free school meal. School receives extra funding from the Government called 'pupil premium' for families who are in receipt of income support, job seekers allowance and Child Tax credit. Please contact the office for a form to register.

Families on income support, job seekers allowance & Child Tax Credit are eligible to apply for free school meals. Please contact a member of the admin team if you would like any further details.

## PACKED LUNCHES

Your child may prefer to bring a packed lunch to eat each day. Glass bottles and cans are not allowed for safety reasons. As we have children who have Nut Allergies, please ensure there are **NO NUTS** in your child's packed lunch. Please note that, as a healthy school, we discourage children from bringing crisps and chocolate in as part of their lunch.

**If your child wants to change from School Meals to Packed Lunches, or vice versa, this can be arranged in advance for the beginning of each new half-term. Parents must request the change in writing.**

Water is available throughout the day for all children. They have access to this if they have their own water bottle in school.

## MID-MORNING BREAK



**KS1:** Infant Children may buy milk or juice to drink each day. However, we ask that parents send all monies at the beginning of each half term.

The correct money should be sent in a named envelope, clearly identifying your child's requirements.

Children in KS1 are also given a free piece of fruit to eat during the morning. This is a government initiative and the fruit varies each day.

**KS2:** Junior children may bring their own money each day to buy a drink. They may also buy a slice of toast to eat.

Alternatively, junior children may prefer to bring their own mid-morning snack, but it should not include a drink, sweets or chocolate.



## COLLECTIVE WORSHIP

The daily acts of collective worship at our school are regarded with special importance and as a focal point of each school day. St Mary's is a Church of England Voluntary Controlled School and as such the daily acts of worship are Christian and in keeping with its Anglican tradition. We request that prospective parents take this into account when considering whether they are able to actively support their child's participation in collective worship and access to the wider curriculum for Religious Education.

We observe the cycle of the Anglican year, use Christian hymns and prayers and welcome clergy from St Mary's Church as well as visitors from the local community to lead our worship. We hold worship services at St Mary's Church at appropriate times throughout the year.

We endeavour to bring children from different religions to worship together within the Christian tradition. We also celebrate the life of the school, recognising its diversity and highlighting the learning activities of the children. We seek to acknowledge and value the beliefs held by children of other faiths.

Each class has the opportunity to lead Collective Worship throughout the year and parents are invited to attend these occasions.



## **HOMEWORK**

Occasionally your child's class teacher may ask you to help your child in a specific way. Any assistance you can give with these activities is most appreciated. The best support you can give in extending your children's education is to talk to them about the activities they are involved in, draw them into family games and discussions, take them to the public library and ensure they complete the homework given. Your child will receive homework. Details of homework expectations for each year group will be sent home each September.

## **BEHAVIOUR**

Discipline within school is based on the principles of high expectations and mutual respect. Responsible behaviour by all children is positively encouraged through the recognition of personal attributes. The school uses a positive behaviour strategy based on our Sunshine Six Values. These are: Perseverance; Compassion; Respect; Honesty; Courage; Forgiveness.

Should there be any concern about your child's behaviour we will contact you at an early stage. We like to work co-operatively with you to identify the reasons, and plan positively to help your child overcome the problems. We expect you to do the same with us if any problems manifest themselves at home. Any concerns are investigated thoroughly and appropriate action will be taken in response to relevant evidence.

We believe discipline is as much to do with praise as punishment; we reward positive behaviour whenever we can. Where a child does experience behaviour problems they are treated with love, forgiveness and support for corrective action, as is fitting with the Christian ethos of the school.

Copies of our Behaviour Policy and Anti-Bullying Policy can be accessed from the school website.

## PARENT PARTNERSHIP

At St. Mary's we are committed to working in partnership with parents and endeavour to build strong parent-teacher relationships which have a positive impact on the learning of your children.

Parents are invited into school each term to discuss their child's progress and find out about any targets set for the coming term. These meetings are very valuable in building partnerships to ensure that we work together in helping your child make the best progress. You are encouraged to bring your child with you to these meetings. If you are concerned about your child's work at any time please do not wait until a consultation meeting. We have an open door policy at St. Mary's and staff will happily meet with you at a mutually convenient time.

At the end of each school year you will be given a written report on your child's progress to which you can reply.



## CURRICULUM SUPPORT

Parents are invited to Curriculum Workshops. These meetings give parents the opportunity to find out about specific areas of the curriculum and how they are taught at St Mary's. Parents of children are also invited to stay to share 'reading time' with their children every Friday from 8.50am – 9.15am. Parents with children in Reception Class will be invited to additional meetings to find out more about the Early Years Foundation Stage.

## SPECIAL EVENTS

During the course of the school year parents are invited into school to join us for festivals and celebrations. Frequent newsletters and other communications are sent home to keep parents informed about school life and forthcoming events. Parents are also very welcome to join us for class assemblies and on Friday afternoons at 9.10am for our 'Congratulations Assembly' when we celebrate individual children's special achievements.





## **SCHOOL FUND**

In common with most schools we run a school fund, which enables us to provide items of equipment, books and other materials, which we otherwise could not afford. We are currently raising money for ICT and library books. We ask each family to contribute £1 per half term towards this fund. Payments can be made half-termly or annually.

## **FRIENDS OF ST MARY'S**

This is often referred to as the FOSM and is an association to which all parents automatically belong along with all members of our school community, (cooks, dinner supervisors, caretaker, secretary and teachers). The Association has a written constitution; it is affiliated to the National Confederation of Parent Teacher Associations and is therefore a legally registered charity. Its aims are social and educational as well as to raise funds. There is a good calendar of events throughout the year in which we hope you will participate.

## **FUNDRAISING**

During the school year families are invited to participate in fund-raising activities, which provide for much needed equipment or supports charity appeals. Parents of St Mary's have the well-deserved reputation for giving generously of their time, talents and money. We hope you will join in these fund-raising activities.



## **COMMUNICATION**

We like to keep parents/carers fully informed about every aspect of school life and send letters home via email wherever possible. We also post a copy of letters on our website.

We also make use of the latest technology to keep parents informed of school news. Remember you can follow us on Twitter [@stmarysb29](https://twitter.com/stmarysb29) and we use a text messaging service called to get information to parents quickly.



## **CHILD PROTECTION AND SAFEGUARDING**

It is important to know that the school fully adheres to the Local Authority's Procedures in relation to Safeguarding. This requires the school to report to Birmingham Children's Advice and Support team any obvious or suspected case of abuse - which includes non-accidental injury, severe physical neglect, emotional abuse and/or sexual abuse.

This procedure is intended to protect children at risk.

There may be circumstances when this is carried out without parental consent being obtained. The school must always act with child's best interests at heart. In such circumstances it is hoped that parents, appreciating how difficult it is for schools to carry out this important responsibility.

**If parents have any concerns about the welfare or safety of a child, they should contact a member of the school's Senior Leadership group immediately or contact the city's Children's Advice and Support team on 0121 303 1888.**

## **ENQUIRIES AND COMPLAINTS**

If you have any enquiries about the curriculum or other matters, please consult with the class teacher or Senior Management Team. If you wish to see or obtain specific information to which you are entitled, please inform the Head Teacher who will make the necessary arrangements.

If a parent has a query or enquiry they should, in the first instance, contact their child's class teacher. If they are not satisfied with the outcome or the class teacher is not available, then parents are encouraged to speak to a member of the school's leadership team.

In the event of a formal complaint, a set procedure must be followed. This is described in detail in the school's Complaints Policy which is available on the school website.

When the parent is not satisfied with the outcome they may write to the Chair of the Governing Body giving details of their concerns. The Chair of the Governing Body will only consider complaints, which have already been raised in writing with the Head Teacher.

We encourage parents to tell us of any matters of concern so that they can be investigated and dealt with before they become a major issue. We must stress, however, that although all concerns will be taken seriously and thoroughly investigated, we can only act on substantial evidence.

## OUR SCHOOL CURRICULUM

At St Mary's we see the curriculum as a vehicle where by the children will acquire knowledge, skills, concepts and attitudes. These acquisitions are achieved through giving the children a curriculum, which is broad, balanced, relevant, progressive and appropriate for each child's needs and abilities. We seek to give the children first hand experiences, which are both enjoyable and challenging. We encourage them to listen attentively, act purposefully and think vigorously. We are careful to provide a balance between practical activities and recorded work and to ensure that our curriculum meets the requirements of the Early Years Foundation Stage Curriculum and the National Curriculum.

**We believe that our curriculum is rich and exciting and provides a firm basis for encouraging an enjoyment of learning. Further details can be found on our website:**  
<https://www.stmarys-sellyoak.co.uk/st-marys-curriculum/>

Above all we want each child to experience personal success and fun through their learning so that they are motivated to become life-long learners.

**Children in Reception** are required to follow the Early Years Foundation Stage Curriculum which provides a secure foundation for learning in Year One and beyond. Further details can be found on our website:  
<https://www.stmarys-sellyoak.co.uk/st-marys-early-years-foundation-stage-curriculum/>

**Key Stages 1 and 2** (Year 1 – 6) follow a curriculum which consists of the following areas:

### Core Subjects

English  
Mathematics  
ICT  
Religious Education  
Science  
Physical Education

### Other Subjects

History  
Geography  
Design Technology  
Art & Design  
Music  
French (KS2)

## CURRICULUM STRUCTURE



There are policies and schemes of work for each curriculum area which are used to support the planning of work and activities for each class. Lessons are differentiated in order for the curriculum to be accessible and relevant to all pupils regardless of their needs or ability.

All staff are constantly assessing and making judgements about pupils' level of understanding in activities. These assessments or judgements enable staff to plan next steps and any subsequent learning activities more effectively.

Children are regularly set targets for reading, writing and maths and these are reviewed and shared with parents on at least a termly basis. Children are consistently involved in self assessment techniques to support them in becoming independent and evaluative life-long learners.

Teaching Assistants support teaching and learning in their own 'class base' but also use their areas of expertise to support children with specific needs across the school.

Parents are informed of the curriculum coverage at the beginning of each term through the publication of a curriculum overview which is sent home.

Learning at St. Mary's does not always take place in a classroom and we actively seek ways to take learning outside. Children in all classes have an opportunity to experience learning in Forest School which supports the curriculum they are covering.

## CURRICULUM SUBJECTS

### ENGLISH

This involves the teaching of speaking, listening, reading and writing. As effective communication is so important we place the highest priority on the acquisition of these skills and allocate considerable teaching time to them. We aim that our children will be able to communicate confidently, creatively, imaginatively and suitably. We give them opportunities to read a wide range of fiction and non-fiction texts for purpose and pleasure so that they develop into enthusiastic, critical readers. They also study the mechanics of the English language, looking at its patterns, structures and origins so that they can speak and write appropriately to different audiences. We use a formal scheme – Little Wandle - to support our teaching of early reading.



### MATHEMATICS

Mathematics is a core subject in school. We believe it equips pupils with a uniquely powerful set of everyday tools to understand and change the world. These tools include logical reasoning, problem solving skills and the ability to think in abstract ways.



Within the National Curriculum, Mathematics is dealt with under the four broad headings of number, measures, shape/space and data handling. It is our aim that children progressively acquire knowledge, skills and understanding in each of these areas and that in doing so they experience success, enjoyment and the ability to apply them to real life situations.

A significantly high proportion of time is allocated to numeracy teaching. The work undertaken by each child will involve discussion, practical and investigative work, problem solving and straight forward computation and recall. The ability to compute mentally is considered a priority.

## RELIGIOUS EDUCATION



Religious Education is taught in accordance with the school's ethos and Christian values. The curriculum itself is our own design and links well into the wider curriculum.

We believe RE is for all pupils, of all abilities and backgrounds, of all faiths and of none.

We focus attention on what we can learn from different religions and learn about faith. Christianity is the major focus whilst teaching about all other major religions is included.

Visits to places of worship and visits from guest speakers will be included as part of the curriculum. These, along with the use of artefacts, story and visual aids will be used to stimulate the children's knowledge and experience.

All pupils have the right of withdrawal from RE. However, the school's Church of England status means that this subject is integral to our provision and we make this very clear to parents who wish to secure a place for their child at the school.

## INFORMATION AND COMMUNICATION TECHNOLOGY (ICT)

ICT is used to prepare pupils to participate in a rapidly changing world in which work and other activities are increasingly transformed by access to varied and developing technology. Pupils use ICT to find, explore, analyse, exchange and present information responsibly, creatively and with discrimination.

We aim to develop children's ICT skills so that they can apply them to the broader curriculum in order to support and enhance their learning. Each class has access to computers and a range of software appropriate to the children's stage of development. The School uses email and the Internet as a means of communication to enhance learning.

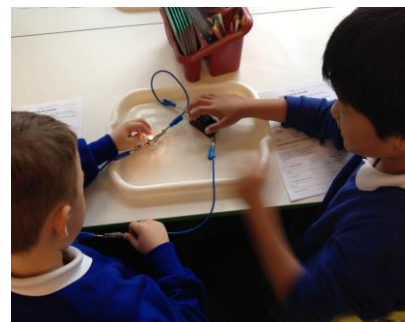
Increased capability in the use of ICT promotes initiative and independent learning, with pupils being able to make informed judgements about when and where to use ICT for best effect.



## SCIENCE

In Science the children study a wide range of living and non-living things, with emphasis on practical activities. It is our aim that each child develops an inquiring mind, a scientific approach to problems and is able to relate their understanding to every day life. They will explore some of the practical and moral concerns that scientific discoveries and advances may cause.

We seek to stimulate an interest and appreciation of the world in which we live and foster the desire to be responsible members of society and the enthusiasm to make it a better place.





## HISTORY

We want to foster the children's curiosity, enthusiasm and enjoyment by making them aware of the ways in which history influences the present, pervades every aspect of our lives and cultures and gives understanding of the world in which we live and in so doing prepare them for adult life.

As they do this, children develop a chronological framework for their knowledge of significant events and people and the ability to enquire and investigate in a systematic way using a range of evidence.

## GEOGRAPHY



Through the teaching of Geography we seek to give children a wider understanding of the relationship between places, people and nature. Children develop knowledge of places and environments throughout the world, an understanding of maps and a range of investigative and problem solving skills.

Through Geography children seek to understand and resolve issues about the environment and sustainable development. We traditionally have a small group of children from a wide variety of countries at St Mary's.

These children precipitate the opportunity to appreciate and value the rich human resources found in each other and this in turn helps us develop concerned and well informed members of a multi-cultural society

## DESIGN TECHNOLOGY

Our aim is that all children develop a broad base of knowledge that enables them to tackle new challenges and tasks effectively and confidently. We want them to be able to learn, to think creatively and to evaluate problems, and their design and technological solutions, in terms of their personal, social, environmental, ethical and moral impact.

## ART and DESIGN

Through the teaching of Art and Design we aim to stimulate every child's confidence, creativity and imagination to create work of quality and value. We give them visual, tactile and sensory experiences and help them to use colour, form, texture, pattern, different materials and processes to communicate their observations, thoughts and feelings. We want them to develop a knowledge, understanding and insight that enable them to evaluate their own work and the work of others.

## MUSIC

We give all the children opportunities to appreciate and participate in a variety of music. We aim that they should improve their awareness of sound and are able to create and respond to music. Through music the children will be



encouraged to communicate feelings and ideas through active involvement in composing, performing, listening and appraising.

There are opportunities for children to receive tuition to learn to play a range of musical instruments including violin, cello, guitar and steel pans. All children are given the opportunity to learn an instrument free of charge in Year 4.

## **PHYSICAL EDUCATION**

Through an enjoyable and balanced programme of gymnastics, dance, games, swimming, athletic and outdoor activities we aim that every child should gain confidence, build skills of control and co-operation and discover ways of creatively expressing his/her self. She/he should understand the contribution that sustained exercise over a period of time has towards a healthy lifestyle. Children have the opportunity to join clubs, which take place after school.

## **MODERN FOREIGN LANGUAGES (French) – KS2**

Although we only teach French to our KS2 children we aim to foster a love of languages amongst our pupils from an early age at St. Mary's. French is taught by specialist teachers, so that the vocabulary learnt can be applied across the curriculum and therefore develop meaning. These lessons offer children the opportunity to learn a new language but also to learn about the culture from countries in which the language is spoken.

Children also have the opportunity to participate in our French after-school language club.

## **SEX EDUCATION**

It is the Governors' policy that we teach sex education as part of a wide framework of personal, social and health education.

Sex education is included in the formal Science curriculum. Parents will be informed when sex education is to be formally taught and invited into school to hear about the learning unit and the teaching materials used.

Within this context it provides knowledge about the process of reproduction and allows the children to see themselves in a positive light, as developing individual boys and girls.

Through sex education we want to provide an understanding that positive, caring environments are essential for the development of a good self-image and that individuals are in charge of and responsible for their own bodies. Parents have the legal right to withdraw their child from these lessons.

## **EDUCATIONAL VISITS**

Educational visits are very valuable experiences, which greatly enrich your child's learning. They provide the first hand experiences, which have such a powerful impact on learning. A wide variety of these are planned at regular intervals and they range from overnight residential trips for older children (Year 4 and Year 6) to a trip to a local Church or supermarket. Many are only possible with financial support from parents, as schools are



not financed to provide them. The Governors follow the policy with respect to charging for such visits; this is to ask parents to contribute towards the cost of the visit. Contributions are made on a voluntary basis and no child is excluded if the visit goes ahead. Such visits can only take place, however, if there is enough financial support from parents. You are only asked to contribute the cost of the visit for your child. We hope you will support us in this way so that the children can enjoy these rich experiences.

## **EXTRA CURRICULAR ACTIVITIES**

A range of extra-curricular activities are offered. These are organised by the school or through external providers. Extra-curricular clubs include:

Languages

Cooking

Various sports

Music

Dance

Choir

Crafts



Children have the opportunity to take part in inter-school activities including opportunities to visit and work with local secondary schools.

## **SPECIAL EDUCATIONAL NEEDS**

Children who have specific needs or learning difficulties are catered for sensitively and in the most appropriate way that enables them to fully access the National Curriculum. As a school we aim to provide support that best meets the needs of each child. Where there are concerns about a child's progress, parents are contacted and consulted so that both school and home can work together in partnership in meeting the children's needs. This partnership is vital for success and parents are invited to termly meetings to review progress. Any parent with concerns that their child may have a specific need can contact the class teacher or the Inclusion Leader to discuss any issues.

We have a teacher who is appointed specifically to organise the Special Needs & Disability Programme to enable additional support for any children experiencing difficulties. The Inclusion Team work both in the classroom and by withdrawing small groups of children to provide appropriate interventions to meet individual needs.

The Special Educational Needs Code of Practice helps to identify, assess and provide help for children with special educational needs. We place great importance on identifying special educational needs early so that children receive help quickly. It is recognised that children learn in different ways and can have different kinds of levels of SEN. The school will inform parents if additional help is being provided for their child. The extra or different help could be a different way of teaching certain things, some help from an extra adult, perhaps in a small group, or use of particular equipment. Where a child receives additional help, they

will have an Individual Target Plan which outlines the areas of need. This is written and reviewed each term with parents. If children do not make enough progress then advice may be sought from other agencies outside the school e.g. specialist teacher, educational psychologist or other health professionals. Sometimes, further help is needed for children as they need more support than school can usually provide. In this instance, all professionals will work alongside the child and their family to create an Education Health Care Plan (EHCP) or an SEND Support Provision Plan (SSPP).

We have specialised staff in school who are able to support and advise in Speech and Language therapy as well as a Lead Practitioner who supports pupils with needs identified on the Autistic Spectrum.

Additional information can be found on our website:

<https://www.stmarys-sellyoak.co.uk/key-information/sen-information/>

## HEALTH AND SAFETY

### MEDICINE

In circumstances where a child is required to receive medication, parents must complete a specific form obtainable from school. Inhalers should be kept by the children and always taken swimming or to outdoor sports activities. Children should be taught to administer their own inhalers although staff will help young children. Please keep us informed of any allergies or medical conditions your child has.

### SICKNESS AND/OR DIARRHOEA

Should your child suffer an attack of sickness or diarrhoea, it would be appreciated if s/he were kept at home for a minimum of 48 hours after the last attack. This will hopefully reduce the spread of infection.

### ILLNESS OR ACCIDENTS AT SCHOOL



Should your child be taken ill or suffer any sort of severe accident in school, we will contact you immediately. **Please keep our records up to date with your 'contact' information.** An emergency telephone number is essential (that of a neighbour, friend or relative will do). Day to day bumps and grazes will be dealt with in school and your child will be observed for any adverse effects. You will be notified of any head bumps.

### HEADLICE

Despite the dramatic reduction in the incidence of headlice during the past fifty years it remains a frustrating issue in all schools. The headlice presence remains persistent albeit at a much lower incidence today than in the past. Headlice spread, and do so easily, when heads touch in all places where children gather together. It is difficult to detect head lice in very dry hair during the early stages and there is disillusionment at present with chemical

lotion and shampoo treatment, which is costly and has failed to have widespread impact on the spread of head lice.

We offer the following advice from 'The Infectious Diseases Control in Schools and Day Nurseries Handbook':

- Prevention is better than cure
- Wash hair regularly
- Groom at least once a day with an ordinary fine-toothed plastic comb – the head lice will be lifted out or damaged in the process of combing, and fall out.

## **OTHER INFECTIOUS DISEASES**

If your child suffers any infectious diseases please contact school for advice with respect to attendance.

## **SAFETY PROCEDURES**

Your child's safety is of paramount importance to us. For this reason, we would ask you to adhere to the following:

- Please park your car well away from the school entrances on Lodge Hill Road and Frederick Road. **On no account should cars stop on the Zigzag Yellow Lines.**
- Do not allow your child to walk on the school drive. Children are forbidden to use the driveway except if coming in on a bike or scooter between 8.50 and 9.00 and 3.20 and 3.40.
- Please do not bring your dog onto the school premises, children have been both frightened and injured by them in the past.
- Please close outside doors when entering or leaving the school.
- Please do not bring pushchairs or buggies into the corridors.
- Please report to the school office if visiting school during the daytime.
- Please close the pedestrian gate when leaving the site.



## **OUR PERFORMANCE**

All schools and academies are subject to inspection by Ofsted. St. Mary's was last inspected in September 2022 and judged to be a 'good' school.

<https://www.stmarys-sellyoak.co.uk/key-information/ofsted-report/>

Church schools are also subject to SIAMS (Statutory Inspection of Anglican and Methodist Schools). At our last SIAMS Inspection in May 2017, we were judged to be an 'Outstanding' church school.

<https://www.stmarys-sellyoak.co.uk/key-information/siams-report/>

School Performance is also published by the Department for Education. Parents can also review the school's performance via the DfE Website, a link to which is below:

<https://www.compare-school-performance.service.gov.uk/school/103410/st-mary's-church-of-england-primary-school/primary>