

# St Mary's C.E. Primary School



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Learning and Caring for Each Other



## ***Welcome to St Mary's...***

We are delighted you have taken the time to find out about life and learning at St Mary's. This prospectus has been written especially for you and we hope you find it interesting and informative.

As a Church of England Primary School, we are inclusive and everything we do is underpinned by our Christian ethos. Christian values are taught and encouraged at school and we see ourselves as belonging to one large school family. The warm, nurturing atmosphere in school has been commented on by many visitors and it is why so many families have chosen our school for their children. We strive to develop a sense of community which helps all pupils to develop confidence in themselves and their ability to succeed.

St Mary's is a welcoming school where the education and happiness of every child is our main concern. We offer a very high standard of education based firmly on the individual needs and abilities of each child and we work hard to provide stimulating and challenging activities which help to make learning enjoyable. Our varied and balanced curriculum is provided by a team of highly qualified, enthusiastic and hard-working teaching and support staff. They ensure that the atmosphere of the school promotes achievement in all areas of each child's development.

Good relationships with parents and carers are essential to ensure the very best for all our children. High quality education is the result of effective teaching and successful partnership between the home and school. Please take time to read the information in this booklet and help ensure that the information and expectations are shared with your child.

We strongly believe that communication is vital for success and so school newsletters, text messages, the school website ( [www.st-marys-reddish.stockport.sch.uk](http://www.st-marys-reddish.stockport.sch.uk) ), our Virtual Learning Environment (VLE), parental events and curriculum information to name but a few, provide further information about life and learning at St Mary's throughout the year. Working together with you we can help provide an excellent and enjoyable start to every child's education preparing them to meet the many opportunities and challenges their future will hold, whatever and wherever that may be.

However, without a visit to school to see us in action you will not see the full picture. Please do not hesitate to contact school and arrange a visit and to speak to myself if you have not already done so – you are most welcome!

*Mrs Elizabeth Irvin*  
*Headteacher*



### **Our school Mission Statement**

St. Mary's is a warm, happy, high achieving and welcoming Church of England primary school. Our children feel safe and everyone is valued, respected as an individual and encouraged to achieve their full potential.

#### **Our school aims to:**

- promote Christian values and teaches the children to have respect for and an understanding of other faiths and cultures.
- affirm, nurture, develop and challenge all children on their spiritual journey.
- encourage the children to enjoy their learning and develop lively enquiring minds.
- encourage pupils to think creatively, question, communicate effectively and apply themselves successfully to tasks.
- provide a broad, balanced curriculum which will enable pupils to acquire the knowledge and skills relevant for the ever changing world in which they live.
- to develop skills in speaking, listening, reading and writing so that pupils can express themselves creatively and imaginatively and can communicate with others effectively.
- to help children to apply mathematical skills and knowledge appropriately and effectively so that they can reason logically, solve problems and think in abstract ways.
- to provide all pupils with opportunities to respond to the world through creative experiences.
- to have the highest expectations of the children and also help them set challenging targets for themselves.
- to develop self-esteem so that children value and care for each other, recognising and celebrating individuality.
- to promote a healthy lifestyle through healthy eating choices and exercise
- to nurture our partnership with the parish of St. Mary's and the Diocese of Manchester.



### **A little about us:**

St. Mary's Church of England (Voluntary Controlled) Primary School opened on its present site in 1978. This means that whilst the school is owned by Stockport Education Authority, many of our Governors are appointed by the Diocese of Manchester and we work hard to maintain the distinctive Christian foundation of St. Mary's. We strive to maintain close links with St. Mary's Church in Reddish and are constantly seeking to extend contacts with the local community. Christian values underpin all the learning and the ethos at St Mary's with a particular focus on our three core Christian values of **Love, Respect and Forgiveness**.

St Mary's C. E. Primary School is a one form entry Primary School catering for children from 4 to 11 years of age and is set in a tranquil area close to the centre of Stockport town centre. Children generally transfer to one of the local Secondary Schools in the September after their eleventh birthday.

### **We are an Inclusive School**

St Mary's C.E. Primary School is a welcoming school where everyone is valued highly and where tolerance, honesty, co-operation and mutual respect for others are fostered. We are committed to the development of the whole person within a supportive, secure and creative environment. A broad, balanced and appropriate curriculum provides equal opportunity for all pupils to maximise their potential. We endeavour to promote positive relationships with parents, governors and members of the wider community.

We strive to promote equality and tackle any form of discrimination and actively promote harmonious relations in all areas of school life. We seek to remove any barriers to access, participation, progression, attainment and achievement. We take seriously our contribution towards community cohesion.

At St Mary's C.E. Primary School we seek to:

- Eliminate Discrimination
- Advance Equality of Opportunity and Foster Good Relations

**Please refer to the school Equality and Diversity Policy for more information**



## ***The people who care: The Governing Body***

|                       |   |
|-----------------------|---|
| Chair of Governors    | Mrs Y. Guariento  |
| Foundation Governors  | Miss L. Robinson<br>Mrs J. Botting  |
| ▪ Parent Governors    | Mrs C. Hallworth<br>Mrs A. Murphy   |
| ▪ Co-opted Governors  | Mr G. Phillips<br>Mr G. Dixon<br>Mrs J. Grundy<br>Mrs T. Brennan<br>Mrs S. Brooks |
| ▪ Authority Governors | Mrs Y. Guariento  |
| ▪ Staff Governors     | Mrs E. Irvin<br>Miss H. Tebbutt   |
| ▪ Associate Governors | Mrs R. Grant<br>Miss S. Hadfield<br>Mr C. Larsen                                  |
| ▪ Governor Support    | Ms Danielle Wood  |



## ***The people who care: The School Staff***

Headteacher:

Mrs E. Irvin

Deputy Headteacher:

Mrs R. Grant (Maternity leave)

Key Stage 2 Teachers:

- Year 6 (Violet Class)
- Year 5 (Indigo Class)
- Year 4 (Blue Class)
- Year 3 (Green Class)

Mrs J. Langley

Miss S O'Mahony

Mrs Burns & Mrs Moran

Mr W Plewes

Key Stage 1 Teachers

- Year 2 (Yellow Class)
- Year 1 (Orange Class)
- Early Years Foundation Stage (Red Class)

Mrs J. Warburton ( Acting DHT )

Miss H. Tebbutt

Miss K Hays

PPA

Mrs A. Davies

Forest School/PPA

Mrs Moran

Support Staff

- Learning Mentor
- Nurture Mentor
- Intervention
- Learning Support Assistants:

Miss S. Hadfield

Mrs Z Bailey

Mrs S Welsh

Mrs K. Johnson

Mrs K. Bradley

Mrs A. Redman

Mr E Kelly

Mr R. Oldham

Miss L Bailey

Mrs D. Birks

Mr D. Stevenson

Ms J. Evans

Mrs S. Edwards

Mr W. Massey

Mrs J. Grice

Mrs A. Davies

Mrs C. France (Supervisor)

Mrs D. Birks

Miss S. Hadfield

Miss K. Liddell

Mrs K. Bradley

Miss L. Bailey

Mr E. Kelly

Mrs Z Bailey (Nurture Mentor)

Miss S. Hadfield

Mrs Z Bailey

Miss L. Bailey

- Breakfast Club



## **Admissions**

When your child joins St Mary's for the first time, we want your child to settle into school life quickly and for them to feel safe and secure within the school environment. We also want you to feel confident that we truly have your child's safety and education at the heart of all we do. Our admission procedures follow Stockport Authority procedures and guidance. If you would like your child to join us at St Mary's, please contact school to make an appointment to meet with Mrs Irvin (Headteacher). Deciding which school is right for your child is very important and we welcome all visits. It is important that you look around school before you make your final decision so that you understand the school ethos, organisation and how the curriculum is taught. If you do decide to join us at St Mary's, then Stockport Authority admissions procedures and policy apply.

If your child is transferring from another school, every effort is made to make sure that the transfer is as smooth as possible. All parents have the right to appeal against a decision by the Authority if their child is not admitted to the school of their choice.

If you choose our school for your child and want them to join us at the start of their Primary School education in the Reception class you will need to submit your applications form to Stockport Admissions before the deadline date. They will then inform you if your application has been successful. If you have been offered a place, we will write to you inviting you to attend a meeting during the summer term when Mrs Irvin (Headteacher) and Mrs Edwards (class teacher) will share the start procedures with you and will be available to answer any questions you may have. It is vital that you share any medical concerns or issues at this meeting or earlier if possible so that we can make any necessary arrangements before your child starts school. Your child will also be invited to a 'stay and play' session to help them settle and there will be opportunities at the start and during the year for you to gain an understanding of their learning.



## ***Safe Guarding:***

Our priority is your child's safety and we are fully committed to child protection and safe guarding. We have detailed policies available in the school office and on our website.

**Statement on Child Protection and Team Around the Child Procedures** - Current legislation gives the local authority a duty to investigate when it is suspected or found that a child is suffering or likely to suffer significant harm.

As a school we have a statutory duty to assist social care departments acting on behalf of children in need or enquiring into allegations of child abuse. As well as this statutory duty we have a pastoral responsibility towards our pupils and we recognise that pupils have a fundamental right to be protected from harm. Children cannot learn effectively unless they feel safe and secure. We therefore have a Safeguarding Policy, which reflects both our statutory duty and our pastoral responsibilities.

If we have a concern that a child has been abused or is at risk of being abused, we have a duty to refer this to social care. In making any referral, the school is not making any judgement for example about individual parents or carers. It is for social care to decide whether there should be an investigation.

There may be other circumstances (which are not to do with child protection, but more related to meeting children's needs) when we feel that you and your family may benefit from some support from other agencies. This may involve the process known as 'Team Around the Child'. Before we do this we will seek your permission and complete the relevant documentation - in most cases this will be done with you. As part of Stockport Family Working, we also have an active 'Team Around the School' that meets at least termly to discuss support for vulnerable families. The Team Around the school includes our named school nurse, an attendance officer, School age plus worker and social worker.

**Filming and photography in school** - Please note that the general use of any film or recording equipment (for example, cameras, mobile phones, video cameras, etc) is not allowed in school without permission. School events and activities may be recorded by us and uploaded onto the school website for public viewing but will only be done so with parental permission.

**Safety during the school day** - In order to maintain security we expect and ask all visitors to our school, including parents, to report first to the office before proceeding elsewhere in the building. Badges are provided for all members of staff and for those who have signed in and are visiting school during the day.

At St. Mary's we take safe guarding very seriously. We care and provide a safe environment for your children where they can be protected from harm. We do this by...

- Prioritising pastoral care
- Supporting children, listening to their needs and making them feel safe



- Providing a safe environment for children to learn and play in
- Ensuring secure entry into the school building during the school day
- Teaching a carefully designed curriculum and programme of social and emotional aspects of learning (SEAL)
- Providing counselling and care for children's individual emotional needs

We also teach the children how to keep themselves safe as well as being responsible and thoughtful citizens. Here are just a few of the ways we do this....

- Providing learning through a broad and balanced curriculum which is firmly underpinned by Christian values for life
- Being proud to be part of our school, the local and wider community which provides involvement in real and enhance learning opportunities
- Providing road safety learning
- Offering residential and a range of 'off site' educational learning opportunities

### ***The School Day***

#### **Key Stage 1**

Morning Session: 8.50am – 12.00pm  
Morning Break: 10.25am- 10.40am

Afternoon Session: 1.15pm - 3.15pm  
Afternoon Break: 2.25pm - 2.35pm

#### **Key Stage 2**

Morning Session 8.50am – 12.05pm  
Morning Break: 10.25am- 10.40am

Afternoon Session: 1.00pm - 3.15pm

We regret that we cannot take responsibility for children before 8.40am and after 3.25pm unless children are attending a club.

Total teaching hours (excluding registration and Collective acts of Worship)

- Foundation Stage – 21 hours 15 minutes
- KS1 – 21 hours 15 minutes
- KS2 – 23 hours 45 minutes

**Breakfast Club** – St Mary's breakfast club is open every morning from 8am. The club caters for all children who attend St Mary's C.E. Primary School and there is no need to pre-book a place. The club is run by four members of school staff and costs £2.00 daily with a reduced cost of £1.50 for each additional sibling.. All children who attend enjoy a healthy breakfast and can choose what they would like to eat from a range of cereal, fruit juices, toast and continental options. The club also offers a safe, social environment where our children can play and interact with each other before the start of the school day.



## ***Ready for Learning and Punctuality***

Reception class children should be dropped off by the Early Years gate, where they will be greeted by a member of Early Years staff shortly before 8.50am which is the start of the school day. The children will say goodbye and then go straight into their classroom where there will be staff waiting for them.

Key Stage 1 and Key Stage 2 children should be dropped off at the end of the path which runs down the side of school past the hall. A member of staff is always at the gate and a second member of staff will be in the playground on duty from 8.40am. There is however, no supervision before this time and so it is not wise or acceptable to leave your children alone any earlier. If you wish to wait with your child at the front of school before the start of the school day, you are welcome to do so.

Gates are locked after the start of the day to make sure all children are safe inside and to prevent any unwanted strangers from entering the building. If you are late, you will need to take your child to the main entrance where you will be asked to sign them in if they have missed registration.

The roads around the school get extremely busy both before and after school and great care, thought for fellow road users and respect of our neighbours should be taken when bringing or collecting children. Please take note of the yellow markings on the road surface outside the school denoting the school entrance and do not park in front of any of the school gates in case access is urgently needed. Disabled badge holders are welcome to use the school car park if they need to do so.

For the safety of all children, the school barrier is closed at start and end of the school day and access to school is available for pedestrians only via the small gate and designated footpath. For safety reasons, please do not be tempted to walk under the barrier with your child when entering or exiting school premises.

### **Attendance**

At St. Mary's we recognise our shared responsibility with parents, to ensure that pupils are in school and on time so they can access learning. We believe that every lesson counts and that regular school attendance is essential if children are to achieve their full potential. We actively monitor attendance and punctuality and use a variety of systems to promote and encourage attendance and punctuality.

The gates open at 8.40am and registration for all children is at 8.50am, after this time minutes late will be recorded. The registers close at 9.20am with all pupils arriving after this time being recorded as absent (unauthorised) for that school session. If a pupil is late repeatedly, the Headteacher (Mrs Irvin) will contact the parent/carer of that pupil. Stockport Authority also monitor attendance and punctuality of all pupils on a regular basis.



Absence can only be authorised by the school and cannot be authorised by parents/carers. All absences will be treated as unauthorised unless a satisfactory explanation for your child's absence has been received. Authorised absence is categorised as follows:

- Illness - Parents/carers should notify the school as soon as possible on the first day of absence. A telephone call or a note is acceptable. The Office staff will try to contact parents if the school does not receive notification. On return to school, the parent/carer should send an email or written note of explanation. Parents may be asked to provide medical evidence where there are repeated absences due to illness.
- Medical/Dental Appointments - Parents are requested where possible to make medical and dental appointments outside of the school day. Where this is not possible, pupils should attend school for part of the day and parents/carers should notify the school in advance of the appointment time.
- Where there is cause for absence due to exceptional circumstances, for example family bereavement. Parents should notify the school as soon as possible, providing an expected date of return.

Holidays during term time are strongly discouraged and not authorised. Parents do not have an automatic right to remove their child from school during term time for a holiday. However we recognise that there may be very exceptional circumstances in which it is unavoidable. Parents/carers should complete the term time holiday request form, available from the school office, and submit it to the Head before making any holiday arrangements. Parents should explain in detail why the holiday needs to be taken in term time. Each request will be considered individually but cost is not considered to be a reasonable reason for taking time out for a holiday. If the permission to take leave is not granted and the pupil still goes on holiday, the absence will be unauthorised.

Children are not permitted to leave the school premises during school hours without permission. If your child has an appointment during the school day, please let us know the time at which you will collect your child. Your child must be signed out before leaving the premises and then signed in again when they return.

If your child is ill or has an accident at school, we will contact you so that the appropriate action can be taken. The school keeps a record of addresses and emergency contact numbers securely in the office. Please inform us of any changes so that we can keep this list up to date.

### **Medicines in School**

There are times when children are well enough to attend school, but have to complete a course of tablets or medicine, prescribed by the doctor. If your child needs medicine in school, you will need a consent form. These are provided on request at the school office and must be completed and returned to school before any medication can be brought into school and administered. Medication of any kind must never be brought to school by a child themselves.



Please inform us if your child has asthma or any other specific medical condition. If regular medication is needed then a care plan will be completed under the guidance of the school nurse and all medicines will be administered according to the care plan. Please ensure that inhalers, Epipens etc are within date and available in school if needed. Staff receive regular First Aid, Epipen, asthma and CF training. All other training is provided for staff as appropriate to meet our children's needs.

There are numerous staff in school who are trained first aiders and able to attend to minor incidents. We also have a school nurse who visits on a regular basis.

Please note that we are a nut free school.

### ***School Uniform***

There is a school dress code and it is expected that children wear school uniform at all times. We believe that it gives children a sense of pride as well as looking smart. It also solves the problem of 'what to wear' and contributes to a feeling of ownership and belonging to our good school which has high standards. The Governing Board supports this policy and expectation.

The school uniform can be ordered and purchased through the school office.

KS1 uniforms have a large printed school logo and KS2 uniforms have a small embroidered school logo on them. Once purchased, please ensure all items of clothing are clearly labelled with your child's name.

- Navy sweatshirt with school yellow logo or plain navy sweatshirt
- Navy cardigan with school yellow logo or plain cardigan
- Yellow polo shirt with navy school logo
- Navy, black or dark grey trousers or shorts
- Navy or dark grey skirt or pinafore dress
- Navy fleece with school yellow embroidered logo
- School book bag
- Plain navy or black tights
- White or grey socks
- Black shoes (not trainers unless for PE lessons)
- In summer a yellow or blue checked dress may be worn.
- Yellow school sunhats are also available

#### **P.E. Kit**

- A plain white tee shirt (no logos)
- Black shorts (elasticated waist)
- Black pumps and trainers (for outdoor games)
- Black tracksuit or jogging bottoms for winter (no stripes or logos please)
- Long hair tied back

#### **Swimming:**

Children should wear swimming costumes which are not loose fitting. Children with long hair should wear a swimming cap. Our swimming coach requests that goggles are not worn (unless there is a medical need) and bikinis are not considered appropriate for a swimming lessons.



Please provide a pump bag/draw string bag for PE kits. These can be hung on coat pegs and left in school. It is not necessary for your child to take their kit home every day.

School life involves a wide range of learning experiences and sometimes damage can occur to clothing. Although every effort is made to avoid damage, school cannot accept responsibility for damage to clothing or personal belongings which has occurred during the school day learning experiences.

### ***Learning and Achieving***

At St. Mary's we want children to get the most out of life and develop the skills they will need for their secondary education and for their journey through life. We achieve this by...

- Having high expectations of all children and adults in partnership at all times underpinned by the Christian ethos
- Valuing all learning opportunities, caring for each other and working together to achieve everyone's full potential
- Celebrating achievements and sharing them with parents, during assemblies, throughout the learning environment, on the school website and much more
- Providing excellent early years provision which promotes children's development and wellbeing from the start of their education
- Actively encouraging good attendance and punctuality
- Promoting outstanding behaviour in all aspects of school life
- Providing a carefully planned skills based curriculum which is creative and encourages children to become responsible, independent, lifelong learners
- Extending learning beyond the school day through a wide range of extra-curricular opportunities and clubs for all ages

### **Making a Positive Contribution**

As our name states, we are a Church of England (voluntary controlled) primary school and we are linked to St Mary's Church through the Governing Board, members of the congregation and Church services. Our Christian ethos permeates our school life daily and is based on personal morals, ways of behaving, attitude to others and we all seek to be good role models and provide examples of these each and every day.

**Daily Act of Worship** – Pupils at St Mary's take part in a daily collective act of worship. Exemption from these is given if specifically requested in writing by parents.

At St. Mary's we want children to be fully involved in not only the school community but also the local community and society as a whole. We want them to be responsible global citizens. Here are just some ways we achieve this...



- Having Christian Values central in everyday school life.
- Through the active School Council and Digital Leaders, children are able to make proactive decisions to improve the school.
- Older children act as role models and play leaders to their younger peers
- Circle time in all classes providing children with the opportunity to speak and be listened to.
- Children being actively involved in supporting charities.
- The school having links with the wider community and other schools such as Trinity High School.
- Through the active Eco council and respect for the environment.

### **Pupil Progress**

At St Mary's we operate an open door policy and as such, you are welcome to make an appointment to discuss any concerns or questions you have regarding your child's welfare, progress and learning.

In addition to this, parents meetings are held termly giving you an opportunity to discuss your child's progress and targets in detail.

You will also receive a written report detailing your child's achievements in July. This is followed by an informal open evening when you will be able to share your child's books and learning. Further information about the Early Years and National Curriculum are available from school and on the website.

### **A Healthy School**

Children at St. Mary's are physically and emotionally healthy. Healthy lifestyles are encouraged in a number of ways ...

- Promoting healthy lifestyles through the curriculum and everyday learning
- Encouraging children to drink water and eat only healthy snacks
- Providing and encouraging only healthy eating options for breakfast club, breaks and lunchtimes
- Lunches are cooked on the premises with the emphasis on wholesome, healthy food and a variety of fresh fruit, vegetables and a salad bar is available everyday
- Encourage children to walk to school wherever possible
- Regular PE lesson covering many different sports, swimming and other physical activities
- Participating in local sporting events
- A variety of active after school clubs
- Talk and 'me' time with a learning mentor



### **School lunch and snacks during the day**

School lunches cost £2.05 per day and payment for these can be made in advance on a weekly or half termly basis by cheque or cash. The exact money or cheque should be brought to school on a Monday, in an envelope with your child's name and class on it. All pupils in Early Years, years 1 and 2 are entitled to a free school meal so there is no need to pay for lunchtime meals taken.

Alternatively, you may prefer your child to bring a packed lunch which you have prepared at home. All lunchtime meals are taken in the school hall where the children eat together.

If you are in receipt of Income Support or think you may be eligible for free school meals, please contact the Council Information Offices, Welfare Benefits Team (Tel. 0161 474 3878) or the school office for advice. Please note that additional funding (specifically for your child) is also made available to school through Pupil Premium Funding if you are eligible.

Children may bring a healthy snack of fruit (no chocolate, sweets or crisps) to school for their mid-morning break. However, you may not think this is necessary because all children in EY and KS1 are provided with a daily piece of fruit or vegetable. Milk can also be ordered online and is available daily.

We also strongly recommend that your child brings a water bottle to school with their name on it. This is so they can stay rehydrated and have a drink during the day. No flavoured, fizzy or juice drinks – water only please.

### ***The School Curriculum***

Our teaching promotes the spiritual, moral and cultural development of each child preparing them for lifelong learning with a strong Christian ethos as the foundations.

Children learn best when they are interested and we strive to make our broad and balanced curriculum as creative and relevant to our children as possible. Learning is planned based on current pupil's achievements, next steps in learning and takes into account their different learning styles. We place a necessarily strong emphasis on learning the basics of reading, writing and mathematics so that our children achieve their full potential.

At St Mary's skills such as computing, communication, research, problem solving and co-operative team working are promoted since these are the skills for life and the primary school years are vital in developing them. We place great emphasis on the development of each child's personal, learning and thinking skills and firmly believe that these are fundamental in enabling them to achieve success in all aspects of their future lives in our rapidly changing world.

We provide a creative and stimulating learning environment within which we expect our learners to respect and aim for and achieve their full potential. Learning takes place both within and beyond the school building.



**Religious Education** –Religious education is compulsory for all children and at school we follow the Stockport syllabus enhanced by the recommended Manchester Diocese syllabus.

**Special Educational Needs** – All children are respected and valued at St Mary’s and learning is personalised. If your child requires extra help with a specific area of their learning, we will work together to support them in the most effective way. We have a range of learning opportunities and resources to help your child achieve their full potential.

All children are set personal learning targets and chilli challenges to work towards by their teacher if, however, your child has additional learning needs they will have a specially tailored plan which will be shared and agreed with you. Targets set are reviewed at regular intervals throughout the school year and new targets are set when existing ones have been achieved and celebrated. This also applies to more able pupils who, in addition have access to a wide variety of extension resources.

We liaise with outside agencies as and when appropriate and always include parents/carers at every stage to ensure maximum support for your child.

The Code of Practice for Special Educational Needs is in full operation throughout the school and is available on the school website.

The school operates in accordance with the Equality Act (2010). School policies relating to the Special Needs Code of Practice, Gifted & Talented pupils and Whole School Inclusion are available in school or on our website.

**Behaviour** – Our behaviour policy is rooted in our mission statement and we actively work together so that all our children are happy, health, high achievers. Exemplary behaviour is expected at all times and bullying of any kind is not tolerated in the community of St Mary’s C.E Primary School. We strongly believe that good role models, positive behaviour strategies and praise where due are effective ways of maintaining our expected high standards of behaviour. If however, your child is finding this difficult, we would naturally want to work with you and agree targets for your child to work towards. This would form part of a Behaviour Plan.

As our mission statement says:

**St Mary’s is a warm, happy, welcoming Church of England Primary School where children feel safe and everyone is valued, respected as an individual and encouraged to achieve their full potential.**

**Homework** – All children at St Mary’s are given homework and we believe working in partnership with parents is vital if our children are to achieve their full potential. With this in mind, we would like you to help and encourage your child to complete homework tasks and return them to school as requested by the class teacher. During their school life, all children will be expected to read daily and complete other homework tasks and activities which are planned and linked to current learning in school.



We strongly believe that as a parent you do have an important role to play and we thank you for supporting your child's learning. If for any reason your child is not able to complete homework tasks at home, we do run a lunchtime homework club and all children are welcome to sit quietly and complete their homework in school as well.

**Sex Education** – Sex education is taught as part of a health education programme for the children of appropriate age and maturity. We believe that if our children are given information about their bodies in a caring and open way, they are more likely to develop self-respect and learn to respect themselves and others. The SRE policy is on our website and as a parent, you are welcome to discuss St Mary's sex education policy and look at the resources used in both key stages. We would respect any parent's decision to withdraw their child from sex education.

**Instrument Tuition** – Group instrument tuition is provided each week by Stockport Music Service. There are currently a small number of children across school learning to play a guitar and recorders. If you would like your child to learn to play a musical instrument, please do not hesitate to contact school to discuss other opportunities available through Stockport Music Service.

**Extra-Curricular Learning** – St Mary's offers a wide range of after school clubs; many are free and run by teachers. These all last for one hour and start at 3.15pm at the end of the school day. There are also after school activities run by outside providers who are DBS checked and fully qualified instructors. These do have a small charge and most finish at 5pm.

Your child is welcome to attend a variety of clubs including:

|              |              |                 |               |
|--------------|--------------|-----------------|---------------|
| Bible Club   | Pentathlete  | Choir           | Knitting      |
| Street Dance | Basketball   | Country Dancing | Forest School |
| Web Club     | Football     | Recorders       | Nature        |
| Gardening    | Netball      | Drama           | Art & Craft   |
| Guitar       | Library      | Climbing        | Dodgeball     |
| My Maths     | Code Club    | Film Club       | Mindfulness   |
| Running      | Bell Ringing | Multi-skills    | STEM Club     |
| Mindfulness  | Yoga         |                 |               |

### ***Personal Belongings***

**Mobile phones** – it is not necessary for your child to bring their own phone to school on a daily basis. If for an exceptional reason your child does need their phone in school, it should be handed into the office before the start of the school day and collected again at the end of the day. The phone should be clearly labelled with your child's name so we are able to return it to the rightful owner. Please note that if the phone rings during the school day, it will not be answered.

**Jewellery** – For safety reasons, the wearing of jewellery of any description is not acceptable in school. If you do want your child to have their ears pierced, this should preferably be done at the start of the school summer holidays so the earrings can be removed for the school day



when they return to school in September. A watch may be worn providing your child understands that it is their responsibility.

**Money** – You child may need to bring money to school to pay for school lunches or trips and visits. Please could you put this money in a sealed envelope with your child’s name and class on. This envelope may be given to your child to pass onto their class teacher during registration at the beginning of the school day.

Your child will not need to bring any money to school on a daily basis.

**Toys** – and other personal belongings are best kept at home as it can be very distressing for a child if they are misplaced or damaged accidentally.

### ***Friends of St Mary’s (FOSM) - PTA***

We have an active parent teacher association who organise social and fund raising events throughout the year. All parents who have a child at St Mary’s are automatically a member of FOSM (Friends of St Mary’s) and welcome to attend and help and meetings and events. There is an annual AGM in September when a committee is formed; newsletters and the school website are used to keep members up to date.

### **General Data Protection Regulations (GDPR May 2018)**

St Mary’s CE Primary School are a data controller for the purpose of the General Data Protection Regulation. We collect information from you and may receive information about you from your previous school, local authority and/or the Department for Education.

In line with GDPR (May 2018) and as a Stockport school, our policies can be found on our school website and on request from school.

### **Complaints procedure**

At St Mary’s we believe in working together with parents as we both have your child’s interests and wellbeing at the heart of all we do. Working in partnership means that the natural anxiety all parents feel about their children’s schooling can be discussed and resolved before it turns into a complaint. But if you wish to make a complaint, please follow the procedure outlined below, which is established good practice.

1. Minor complaints should be dealt with informally via your child’s teacher. If you are not satisfied with the outcome, you should contact the Headteacher.
2. Serious complaints should be addressed to the Headteacher. The complaint will be investigated and a meeting arranged to try to resolve the problem. All complaints will be dealt with as soon as possible.
3. If you feel that the complaint has not been dealt with satisfactorily by the Headteacher, you have the right to complain to the Governing Body (via the Chair of Governors). Your complaint will be heard as soon as possible by the appropriate sub-group of the Governing Body.
4. Complaints may also be made to the Local Authority by contacting the Education Officer (Schools Management Section) at Education Division, Stopford House, Town Hall,



Stockport, SK1 3XE, Telephone 0161 474 3842. All complaints will be referred back to the Headteacher or Governing Body if they have not already been involved.

5. For complaints about the curriculum and related matters, there are statutory arrangements established under Section 23 of the 1988 Education Reform Act, but these broadly follow the pattern outlined above.

All school policy documents are available from the school office on request.

