

**OUR LADY OF MOUNT CARMEL CATHOLIC FIRST SCHOOL ACADEMY**

**Supplementary Information form for Admission Applications**

The ethos of this academy is Catholic. The academy was founded by the Catholic Church to provide education for children of Catholic families. The academy is conducted by its Academy Representatives as part of the Catholic Church in accordance with its Articles of Association and seeks at all times to be a witness to Jesus Christ. We ask all parents applying for a place here to respect this ethos and its importance to the academy community. **This does not affect the right of parents who are not of the faith of this academy to apply for and be considered for a place here. We welcome applications from all faiths.**

Child's Surname	
Child's First Name(s)	
Date of birth	
Address	
Name of parents / guardians	
Contact Names & Numbers	

Please tick the appropriate box:

Is the above named child a Baptised Catholic?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
Is the certificate of Catholic Baptism attached?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

A certificate of Catholic Baptism/Reception should be provided in order for the application to be considered in a Catholic category. Failure to provide evidence of Catholic Baptism/Reception may affect the criterion the child's name is placed in.

Please note that you must also complete a local authority application form. This supplementary information form is only for school use to enable the governing body to rank applicants using the published criteria.

I certify that the above information is correct.

Signed: ..... Date: .....



**Our Lady of Lourdes**  
Catholic Multi-Academy

Archdiocese of Birmingham  
Our Lady of Mount Carmel Catholic First School  
Academy  
Part of the Our Lady of Lourdes Multi Academy



**Our Lady of  
Mount Carmel**  
CATHOLIC FIRST SCHOOL (ACADEMY)

Information for parents



valid 2016-2019



Every Child Matters  
Quality Mark Silver





Dear Parents



Our information pack has been designed to help you gain insight into the life and work of Our Lady of Mount Carmel Catholic First School Academy. In addition, you are cordially invited to make arrangements with the Head Teacher to discuss with him any matters of particular interest to you and your family.

Every effort is made by a highly professional and dedicated staff to ensure that each child has every opportunity to develop his/her potential to the full. It has long been a tradition at Mount Carmel that parents and teachers work closely together to ensure that all children at the school derive maximum benefit from their education during the years they spend with us. I am sure that you in turn will wish to help to maintain and strengthen that tradition.

At Our Lady of Mount Carmel we pride ourselves on being a happy, welcoming and caring community, which seeks excellence in fulfilling the educational, social and spiritual needs of all children. We have a long tradition of successful partnerships with parents, teachers, governors, non-teaching staff, clergy, parishioners and learning support services. All of this helps to ensure that the children in our care are a respected part of our caring Christian community where they can feel valued and secure, and make the best possible start to their school life.

Since July 2014 the school has formalised its partnership with other Redditch and Bromsgrove Catholic schools to create a Multi-Academy. This consists of: Our Lady of Mount Carmel catholic First School, Saint Peter's Catholic first School, Saint Bede's Catholic Middle School and Saint Augustine's Catholic High School.

Yours sincerely

Mrs M Woods

Head Teacher

## **MOUNT CARMEL SCHOOL WEBSITE**

[www.mountcarmelfirstschool.co.uk](http://www.mountcarmelfirstschool.co.uk)

Our School Website is one of the many ways in which the school communicates with parents and the whole school community. We encourage parents to regularly access the site and to use email as another method of contacting the school.

The Website contains relevant and updated information about school life, the curriculum, class activities, as well as all school events and achievements. There are also excellent links to parent information websites, which you might find useful. Children are also given passwords to enable them to access our Learning Platform from home.

Our Lady of Mount Carmel Catholic First School is an Academy which forms part of the Our Lady of Lourdes Academy. Our partner schools in the Multi-Academy are: St. Peter's Catholic First School, St. Bede's Catholic Middle School and St. Augustine's Catholic High School, and we are a co-educational school for pupils aged 4 to 9 years.

Address: Downsell Road, Webheath,  
Redditch, Worcs B97 5RR  
Telephone No: (01527) 546398  
School Hours: 8.55 a.m. – 12 noon (Key stage 2 -12.10 p.m.)  
12.55 p.m. – 3.10 p.m.

The time spent on teaching, excluding breaks and assemblies, is:  
Key Stage 1 – 22.00 hours                      Key Stage 2 – 23.3 hours.

### **TEACHING STAFF**

#### **Head Teacher**

Mrs M. Woods

Deputy Head Teacher

Mrs E. Brocklesby

#### **EARLY YEARS (Year R)**

CLASS EYM

Mrs J. Mullett (Early Years Co-ordinator)

CLASS EYS

Mr A Skelton

#### **KEY STAGE 1 (Years 1 / 2)**

CLASS 1M (Year 1)

Mr G. McGovern

CLASS 1G (Year 1)

Miss N. Greenway

CLASS 2LB (Year 2)

Mrs L. Burrows (Key Stage1 Co-ordinator)

CLASS 2S (Year 2)

Mrs J. Sparrow

#### **KEY STAGE 2 (Years 3 / 4)**

CLASS 3R (Year 3)

Mrs AM Rooney (Key Stage 2 Co-ordinator)

CLASS 3N (Year 3)

Mrs R. Nicholas

CLASS 4M (Year 4)

Mr L. Morgan

CLASS 4S (Year 4)

Mr A. Sweeney

School Special Needs Co-ordinator and Safeguarding Officer    Mrs T Mitchell

The number of children on roll averages approximately 300.

#### **SCHOOL CHAPLAIN**

Father Craig Davies

#### **OFFICE STAFF**

School Secretaries

Mrs V. Sifford and Mrs R. Kennedy

Finance Officer

Mrs K. Lane

Teaching Assistants	Mrs K. Monk Mrs N. Murray Mrs T. Browne Mrs M. Maissa-Brown	Mrs S. Moynihan Mrs R. Finch Mrs J. Baylis	Miss K. Courtney Mrs E. Churchill Mrs L. Turnbull
SEN Assistants	Mrs J. Lippett Mrs L. Ganderton Mrs F. Jones	Mrs T. Sanders Mrs T. Harrison Mrs L. Edwards	Mrs E. Srebniak Miss J. Nicklin
School Cleaner in Charge	Mrs L. Edwards		
Cleaning Assistants	Mrs F. Jones Mr M. Duffill	Mrs D. Minhas	Mrs C. Swann
Lunchtime Supervisors	Mrs J. Healy Mrs E. Churchill Miss L. O'Callaghan Mrs S. Moynihan Mrs L. Ganderton	Miss J. Nicklin Mrs L. Baldwin Mrs A. Bibi Miss K. Courtney Mrs T. Sanders	Mrs E. Hanson Mrs S. Cattell Mrs E. Srebniak Mrs R. Finch

### **ACADEMY REPRESENTATIVES (GOVERNING BODY)**

#### **FOUNDATION ACADEMY REPRESENTATIVES**

Mrs. J Kembery (Chair)  
Mrs E Heaven (Vice-Chair)  
Mrs A Crompton\*  
Mr P. Cranshaw  
Mr J Hodgson\*

#### **Parent Academy Representative**

Mr K Kennedy  
Mrs R Shearer

#### **Teacher Governor**

Mrs A Rooney

#### **Staff Governor**

Mrs T. Harrison

#### **Head Teacher**

Mrs M Woods

#### **Clerk to the Governors**

Mr A Billau

# **Our Lady of Mount Carmel First School**

## **Mission Statement**

**“Love God and love one another.”**

### **OUR VISION**

We are a Catholic School, which looks to Christ for the basis of its existence.

We aim to be a happy, welcoming, worshipping and caring community.

We seek excellence in fulfilling the educational, social and spiritual needs of all our children.

We aim to ensure that every child enjoys learning, experiences success and develops their full potential.

We seek to encourage a dynamic interaction between home, parish and school.

We wish to foster, through our Christian beliefs, an understanding of differing faiths, views, peoples, cultures and customs.

### **OUR AIMS**

#### **For our pupils .....**

- To provide positive encouragement so that every pupil feels valued and listened to for the unique contribution they can make.
- To develop in each child a sense of social and moral responsibility and encourage respect for others and for the world around us.
- To provide a rich broadly balanced curriculum which encourages self discipline, a life-long love of learning and a lively enquiring mind.
- To encourage the children to understand, respect, pray for and help those in need, regardless of their background, faith or culture.
- To provide a variety of extra curricular activities.
- To prepare them for a seamless transition to Middle School.
- To use a range of teaching styles to take into account the children's different learning styles
- To use ICT to enhance the quality of teaching and learning across the curriculum.
- To provide regular opportunities for sincere moments of prayer, reflection and worship.
- To provide the opportunity for baptised Catholic children to be prepared for the Sacraments of Reconciliation and First Holy Communion.
- To help all pupils to set high personal standards of achievement in both their work and behaviour.

#### **For our families .....**

- To ensure that everyone who enters the school feels welcomed into a caring, Catholic community.
- To develop regular and effective channels of communication so that parents and guardians feel true partners in their child's education.
- To seek opportunities to include families in the day to day life of the school.
- To provide parents and guardians with feedback on their child's development through termly parent evenings, curriculum evenings, annual written reports and opportunities for regular informal meetings.
- To encourage families to accept their parenting responsibilities and support the school in its work.

**For our staff .....**

- To ensure that every member of staff feels valued and confident to contribute to the school as a whole
- To enable all staff to develop personally and professionally
- To build quality teams that enable staff to work collaboratively for the benefit of the children.
- To provide support and encouragement for all staff and to recognise their achievements.

**For our whole community .....**

- To promote active links between families, school, governors and the community beyond.
- To develop parish links by working in partnership with parish clergy, school chaplain, parish groups, deacons and parish sisters.
- To encourage all members of our community to take an active part in every aspect of school life, including the celebration of Mass and other liturgies.
- To provide a safe and secure environment so that each member of the community feels respected and valued.

	<b>Timetable for Admissions and Transfers Intakes for September 2017</b>		
	<b>First/Primary Schools</b>	<b>Middle Schools</b>	<b>High Schools</b>
<b>Applications Open on</b>	<b>1<sup>st</sup> September 2016</b>	<b>1<sup>st</sup> September 2016</b>	<b>1<sup>st</sup> September 2016</b>
<b>Closing Dates</b>	<b>15<sup>th</sup> January 2017</b>	<b>15<sup>th</sup> January 2017</b>	<b>15<sup>th</sup> January 2017</b>
<b>School Offer Notification Dates</b>	<b>16<sup>th</sup> April 2017</b>	<b>16<sup>th</sup> April 2017</b>	<b>1<sup>st</sup> April 2017</b>

If you live in **Worcestershire** and your child is due to start school in Reception or to transfer from First to Middle school or Primary/Middle to High school during the school year 2017/2018, then you must apply to Worcestershire County Council for his or her school place – the opening and closing dates for applications are as above.

### How do I apply?

- **Apply online** at [www.worcestershire.gov.uk/schooladmissions](http://www.worcestershire.gov.uk/schooladmissions)
- You will need an email address
- You will be sent an email to acknowledge receipt of your submitted application
- If you do not have access to the internet, you can get online at any Worcestershire Library.
- Join the Library and use your Library card to get one hour internet access free each day.
- Training on “How to get online” is available free to all Worcestershire Library members.

Or telephone School Admissions on 01905 822700 if you need assistance.

**If applying after the closing date deadline**, you will need to visit [www.worcestershire.gov.uk/schooladmissions](http://www.worcestershire.gov.uk/schooladmissions) or telephone: 01905 766524 to request a Late application form.

N.B. Places in schools are allocated on the basis of applications made online on or before the closing date. Therefore, it is very important that you apply by the closing date as applications received after the deadline may be classed as late and you may be unsuccessful, even if you have a child there already or live very close to the school. (you are advised to refer to the 2017/2018 Admissions and Transfers to Schools information for Parents book at [www.worcestershire.gov.uk/schooladmissions](http://www.worcestershire.gov.uk/schooladmissions) for full details)

Parents of children resident outside Worcestershire

If you wish to apply for a place at any Worcestershire school, you must complete an application provided by your “home” LA. (The “home” LA is defined as the Local Authority relevant to the child’s home address). The “home” LA will ensure that the application details are passed onto Worcestershire LA for consideration in the allocation of school places.

If you are not resident in Worcestershire, then you should obtain admission details from your home LA, even if your preferences include schools within Worcestershire.

**DIOCESAN EDUCATION SERVICE**  
**WORCESTERSHIRE CATHOLIC ACADEMIES**  
**2017/18 DETERMINED ADMISSION ARRANGEMENTS**

**Name of Academy:** Our Lady of Mount Carmel Catholic First School. This academy is part of the *Our Lady of Lourdes* MAC.

The admissions process is part of the Worcestershire LA co-ordinated scheme. The closing date for applications is 15<sup>th</sup> January 2017 and the LA, on behalf of the governors, will inform parents on 16<sup>th</sup> April 2017 of the outcome of their application for a place in the Reception year group from September 2017.

The Admission Policy of the Academy Representatives of Our Lady of Mount Carmel Catholic First School Academy is as follows:

The ethos of this academy is Catholic. The academy was founded by the Catholic Church to provide education for children of Catholic families. The academy is conducted by its Academy Representatives as part of the Catholic Church in accordance with its Articles of Association and seeks at all times to be a witness to Jesus Christ. We ask all parents applying for a place here to respect this ethos and its importance to the academy community. This does not affect the right of parents who are not of the faith of this academy to apply for and be considered for a place here.

The Academy's Admission Number for the academic year 2017/18 is 60.

If the number of applications exceeds the admission number, the Academy Representatives will give priority to applications in accordance with the criteria listed, provided that the Academy Representatives are made aware of that application before decisions on admissions are made (see Note 1 below). A map of the parish boundary is available at Our Lady of Mount Carmel Parish Church.

1. Baptised Catholic children (see Note 2 below) who are in the care of a local authority (looked-after children) or provided with accommodation by them (e.g. children with foster parents) (Section 22 of the Children Act 1989) and children who were previously looked after but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order).
2. Baptised Catholic children living within the Parish of Our Lady of Mount Carmel who have a brother or sister (see Note 3 below) in the academy at the time of admission.
3. Baptised Catholic children living within the Parish of Our Lady of Mount Carmel.
4. Other Baptised Catholic children who have a brother or sister (see note 3 below) in the academy at the time of admission.
5. Other Baptised Catholic children.
6. Non-Catholic children who are in the care of a local authority (looked-after children) or provided with accommodation by them (e.g. children with foster parents) (Section 22 of the Children Act 1989) and children who were previously looked after but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order).
7. Non-Catholic children who have a brother or sister (see note 3 below) in the academy at the time of admission.
8. Non-Catholic children.

## **OVER-SUBSCRIPTION**

If there is over-subscription within the category, the Academy Representatives will give priority to children living closest to the academy determined by shortest distance. Distances are calculated in metres on the basis of a straight-line measurement between the front door of the applicant's home address and the front door of the academy.

In a very small number of cases it may not be able to decide between the applicants of those pupils who are qualifiers for a place, when applying the published admission criteria. For example, this may occur when children in the same year group live at the same address, or if the distance between the home and academy is exactly the same, for example, blocks of flats. If there is no other way of separating the application according to the admissions criteria and to admit both or all of the children would cause the legal limit to be exceeded, the local authority will use a computerised system to randomly select the child to be offered the final place. As an exception, the Academy Representatives will give careful consideration to offering places above the Admission Number to applications from children whose twin or sibling from a multiple birth is admitted even when there are no other vacant places.

### **Note 1**

Children with a Statement of Special Educational Needs or Education, Health and Care Plan (EHC) that names the academy must be admitted. This will reduce the number of places available to other applicants.

### **Note 2**

In all categories, for a child to be considered as a Catholic, evidence of Catholic Baptism or Reception into the Church will be required. For a definition of a Baptised Catholic see the Appendix. Those who face difficulties in producing written evidence of Catholic Baptism/Reception should contact their Parish Priest.

Parents making an application for a Catholic child should also complete the academy's supplementary information form (SIF). Failure to provide evidence of Catholic Baptism/Reception may affect the criterion the child's name is placed in.

### **Note 3**

A brother or sister must be living at the same address, attending the academy at the time of application and still attending the academy at the time of admission.

The definition of a brother or sister is:

- A brother or sister sharing the same parents;
- Half-brother or half-sister, where two children share one common parent;
- Step-brother or step-sister, where two children are related by a parent's marriage;
- Step-brother or step-sister
- Adopted or fostered children

The children must be living permanently in the same household

### **Note 4**

The home address of a pupil is considered to be the permanent residence of a child. The address must be the child's only or main residence for the majority of the school week. Documentary evidence may be required.

Where care is split equally between mother and father, parents must provide supporting documentary evidence to prove that care is equally split.

## **SCHOOL ENTRY**

Children must, by law, start school by the beginning of the term after their fifth birthday. A parent may defer a child's entry to the school, but not beyond the academic year for which the application is accepted. Parents may discuss this with the Head Teacher.

Parents can request that their child attends part-time until the child reaches compulsory school age.

## **APPLICATIONS FOR CHILDREN TO BE ADMITTED INTO A CLASS OUTSIDE THEIR NORMAL AGE GROUP**

If parents wish for their child to be considered for admission to a class outside of their normal age group, they should make an application for the normal age group in the first instance. Parents should then submit a formal request to the Academy Representatives. This request should be in the form of a written letter of application outlining the reasons why you wish for your child to be considered to be admitted into a class outside of their normal age group, and enclosing any supportive evidence and documentation that you wish to be taken into account as part of that request. The Academy Representatives will consider applications submitted and advise the parents of the outcome of their application before the national offer day, having taken into account the information provided by the parents, the child's best interests and the views of the Head Teacher. If parents are considering submitting an application for their child to be admitted into a class outside of their normal age group, it is strongly recommended that they also read the DFE Guidance which can be found at: <https://www.gov.uk/government/publications/summer-born-children-school-admission>

### **NURSERY**

Parents must apply on the LA form for a place in Reception Class. Attendance at a nursery does not automatically guarantee that a place will be offered in the main academy.

### **APPEALS**

Parents who wish to appeal against the decision of the Academy Representatives to refuse their child a place in the academy may apply in writing to the Chair of the Academy Representatives at the academy address. Appeals will be heard by an independent panel.

### **REPEAT APPLICATIONS**

Any parent can apply for a place for their child at any time outside the admissions round. Parents do not have the right to a second appeal in respect of the same academy for the same academic year unless, in exceptional circumstances, the admission authority has accepted a second application from the appellant because of a significant and material change in the circumstances of the parent, child or academy but still refused admission.

### **LATE APPLICATIONS**

Late applications for Reception Class received up to and including 28 February 2017 may be treated as being on-time, only in the following circumstances:

1. Where a family have moved address after the closing date for on-time applications.
2. Where it is agreed by the Academy Representatives that individual circumstances apply and the delay was reasonable, given the circumstances of the case.

### **WAITING LISTS**

Waiting lists for admission will remain open until the end of December 2017 and will then be discarded. Parents may apply for their child's name to be reinstated until the end of the academic year when the list will be discarded. The waiting list will be kept by the Academy Representatives in admission criteria order. This means that a child's position on the waiting list could go up or down. Inclusion of a child's name on the waiting list does not mean that a place will eventually become available.

Children who are the subject of a direction by a local authority to admit or who are allocated to a school in accordance with a Fair Access Protocol take precedence over those on a waiting list.

### **APPLICATIONS OTHER THAN THE NORMAL INTAKE TO RECEPTION CLASS (In-year admissions)**

Application should be made to the Academy Representatives at the academy.

There is no charge or cost related to the admission of a child to this academy.

## APPENDIX

### DEFINITION OF A “BAPTISED CATHOLIC”

A “Baptised Catholic” is one who:

- Has been baptised into full communion (Cf. *Catechism of the Catholic Church*, 837) with the Catholic Church by the Rites of Baptism of one of the various ritual Churches in communion with the See of Rome (i.e. Latin Rite, Byzantine Rite, Coptic, Syriac, etc, Cf. *Catechism of the Catholic Church*, 1203). Written evidence\* of this baptism can be obtained by recourse to the Baptismal Registers of the church in which the baptism took place (Cf. *Code of Canon Law*, 877 & 878).

Or

- Has been validly baptised in a separated ecclesial community and subsequently received into full communion with the Catholic Church by the *Rite of Reception of Baptised Christians into the Full Communion of the Catholic Church*. Written evidence of their baptism and reception into full communion with the Catholic Church can be obtained by recourse to the Register of Receptions, or in some cases, a sub-section of the Baptismal Registers of the church in which the *Rite of Reception* took place (Cf. *Rite of Christian Initiation*, 399).

#### **WRITTEN EVIDENCE OF BAPTISM**

The Academy Representatives of Catholic academies will require written evidence in the form of a Certificate of Baptism or Certificate of Reception before applications for school places can be considered for categories of “Baptised Catholics”. A Certificate of Baptism or Reception is to include: the full name, date of birth, date of Baptism or Reception, and parent(s) name(s). The certificate must also show that it is copied from the records kept by the place of Baptism or Reception.

Those who would have difficulty obtaining written evidence of Catholic Baptism/Reception for a good reason, may still be considered as baptised Catholics but only after they have been referred to their parish priest who, after consulting the Vicar General, will decide how the question of Baptism/Reception is to be resolved and how written evidence is to be produced in accordance with the law of the Church.

Those who would be considered to have good reason for not obtaining written evidence would include those who cannot contact the place of Baptism/Reception due to persecution or fear, the destruction of the church and the original records, or where Baptism/Reception was administered validly but not in the Parish church where records are kept.

Academy Representatives may request extra supporting evidence when the written documents that are produced do not clarify the fact that a person was baptised or received into the Catholic Church, (i.e. where the name and address of the Church is not on the certificate or where the name of the Church does not state whether it is a Catholic Church or not.)

- **Applications should be made by the notified LA closing date in January of each year (prior to admission in September)**
- **Applications should be made on both the school's own application form and Worcestershire County Council's PA1 form**
- **We encourage parents to arrange a morning visit to be shown around the school**
- **Applications should be returned to the school and if confirmation of receipt is required a stamped addressed envelope should be enclosed**
- **The Governors' Admissions Committee meets as soon as possible after the closing date to decide on the allocation of places**
- **All applicants will receive a letter informing them of whether or not their application has been successful**
- **All those offered places are required to confirm their acceptance in writing by a specified date**
- **Unsuccessful applicants who indicate that they wish to appeal will be sent full details of the Appeals procedure. The independent Appeals Panel will then be convened to decide the issue, and its decision is binding on both parties**

### **Admissions to schools during the year outside the normal round of Admissions**

The procedure for in-year admissions for Worcestershire residents is as follows;

- 1) Parent/Carer to obtain an application form (CA1), if a resident in Worcestershire, from any of the following sources;
  - Child's current school (if in Worcestershire).
  - School being applied for (if in Worcestershire)
  - Worcestershire Hub Centre (Tel 01905 822700)
  - Download form from website ([www.worcestershire.gov.uk](http://www.worcestershire.gov.uk))
- 2) Parent/Carer to complete the application form and ensure form is counter-signed by current Head Teacher (if already attending a Worcestershire School).
- 3) The parent should then forward form onto their Home Authority Admissions Team to be processed.
- 4) The Home Local Authority will co-ordinate with any relevant admission authorities on behalf of the parent to determine which is the highest ranked offer that can be made.
- 5) The Home Local Authority will write to parents, on behalf of the relevant admission authority, normally within 10 school days, of the form being received to notify of the decision. Where it is not possible to offer a place, parents will be notified of the right of an appeal, on behalf of the relevant admission authority and in most cases, an alternative school will be offered.
- 6) If there are insufficient places for all applications received at a time, then priority will be decided in accordance with the published admissions criteria for the school.

The parents of pupils resident outside Worcestershire, but who wish to apply for a place at any Worcestershire school, must complete an application form provided by the “home” LA. **(The “home” LA is defined as the Local Authority relevant to the child’s home address)**. The “home” LA will ensure that the application details are passed onto Worcestershire LA for consideration in the allocation of school places, the “home” LA will notify of the decision – see item 4 above).

### NEW ADMISSIONS

Children in Worcestershire Schools can now be admitted at the age of four in the September of the school year (1<sup>st</sup> September – 31<sup>st</sup> August) in which they have their fifth birthday. For example in September 2017 we will have just one intake, with all the children who are 5 by 31<sup>st</sup> August 2018 being eligible for admission in September 2017.

If you would like to visit to look around the school, or have any queries, please contact one of our Secretaries, Mrs Kennedy or Mrs Sifford (Tel: 01527 546398), and they will be happy to arrange a mutually convenient appointment or find an answer to your query.

Alternatively, please email the school on: [office@mountcarmel.worcs.sch.uk](mailto:office@mountcarmel.worcs.sch.uk).

### STARTING SCHOOL

During the term before your child is due to start school he\she will be able to come to school for a ‘taster session’ as part of our “Rising Five” group. This will enable him\her to get used to working a full day and will also enable the Reception Class Teacher to have closer contact with the children. There are opportunities for parents of children to attend Early Years “Open Afternoons”. We also arrange an evening for new parents which gives them the opportunity to meet staff, governors, representatives of the Parents and Friends Association, the school nurse and each other in the term before their child is admitted to the school.

### PRE-SCHOOL GROUP

The school has an independently run pre-school facility on site for children aged 2 years 9 months onwards. The children in the pre-school have access to all the school facilities and this has enormous educational and social benefits, ensuring above all a smoother transition into full time schooling. Applications for admission are made separately from school admission applications, and visitors are welcomed during morning sessions. Contact number is 01527 550341.

### LINKS WITH OTHER SCHOOLS

Mount Carmel has extremely close links with all the schools in our Multi-Academy, and particularly with St. Bede’s Middle School which is the school that our children transfer to at the age of nine. All of our children have a guaranteed place at St. Bede’s Middle School. At the age of thirteen the majority then transfer to St. Augustine’s High School. Regular liaison meetings are held between the schools during the course of the year, and the children have the opportunity to visit St. Bede’s both formally and informally during their last year at Mount Carmel.

We also take part in a range of Music and Sports Events with both Redditch First Schools and Catholic Schools across Worcestershire. During the course of the year we have several High School students on work experience weeks, and it is particularly pleasing to see the number of ex-pupils who request places with us.

## SCHOOL BUILDING AND FACILITIES

The school was built in the late 1960's, but has regularly been updated and expanded and currently has 10 classrooms, resource areas and an excellent Library. A central Hall is used for Assemblies and Masses, P.E. and Drama. At the rear of the school there is a large playground area and field which is used for both games and a separate Forest School area. All classrooms have access to a range of IT equipment including tablets and iPads used to enhance teaching and learning.

## BUILDING FUND

Since 2004 parents have contributed to our Diocesan Building Fund which has enabled us to complete a range of building projects. Within the new Schools Building Fund our school has its own individual account. We use this account to build up the funds that we will need to improve, develop and maintain our school buildings. Raising funds is never easy and we are aware of the many financial commitments that parents have. However, in order to try and provide for our school's building needs, we have decided to ask the parents of children at our school if they are willing to make regular voluntary contributions to our school's building fund account through one of the various means available. The suggested donation is £30 per child per year (£10 per term) or £45 per family (£15 per term).

Making a regular donation by Standing Order and Gift Aid (for those who are taxpayers) will be the simplest way for many parents and will also involve less administrative work for our school. However, contributions can also be made by cash or cheque. These may be sent to/handed-in to the school office on a monthly/ termly / yearly basis. Early in each term we will send out forms / reminders to parents about the scheme.

If you are a tax payer, please do make any donation through the Gift Aid scheme. In this way, we can make your contribution go even further by claiming back the tax you have paid. It costs you nothing. All you have to do is complete a Gift Aid declaration and for every £1 you donate the Inland Revenue will return an extra 28p – for example, a yearly donation of £30 would become £38.40.

We thank you in anticipation of your generous support and we will keep you regularly informed about any building works that are needed, being planned or undertaken. We will also keep you informed concerning the level of funds that we will need and the total amount of the contributions that have been raised or donated. There is no doubt that with the continued marvellous parental support that we have always enjoyed we can ensure that our Catholic schools continue to enjoy not only high levels of academic performance and pastoral care, but the best facilities possible.

## CURRICULUM INFORMATION

Our curriculum for pupils aged 5 – 9 consists of:

- \* Religious Education for all pupils.
- \* The Foundation Stage programme with its associated Early Learning Goals for children in their first year at school
- \* The National Curriculum “core” subjects – English, Maths and Science.
- \* Six “Foundation” subjects – History, Geography, Design Technology, Computing, P.E., Music and Art. In Years 1-4 most of these subject areas are linked together in topic form as the school has implemented the *International Primary Curriculum*.

Our School Curriculum Plan has been designed to enable us to cover the Programmes of Study for Key Stage 1 (ages 5-7) and part of Key Stage 2 (ages 7-11) of the National Curriculum Programmes of Study outlined above. In addition, our whole curriculum includes a range of practices to promote: The spiritual and moral development of the child; positive values and attitudes; good health and the personal and social development of the child; and the development of an effective partnership with parents, parish and local community.

The school has ten mixed ability classes, with two classes in each year group. A variety of teaching approaches – whole class, group and individual – are all used as appropriate. Classes are usually taught by their own Class Teacher, but they do also receive input from other teachers who have a subject responsibility in the school. Curriculum information for each year group is available on the website.

### ENGLISH

The aims of our English teaching are that the children should become confident, enthusiastic readers, competent writers, and learn to listen and speak in a variety of situations. Reading is a daily activity, and pupils are expected to take their reading book home and share it with a parent each day. Phonics teaching is a daily part of teaching in the Foundation Stage and Key Stage 1 and spelling, punctuation, grammar and handwriting play a prominent part in our teaching since, without the development of these basic skills, little can be achieved in other curriculum areas. All classes have regular opportunities to write in a number of genres (eg. Story, poetry, diary, reports), as well as regular “Circle Times” when speaking and listening skills are developed.

### MATHEMATICS

It is our intention that all pupils at Mount Carmel will experience a wide range of mathematical activities at the individual’s level of ability. Children’s mental maths is of great importance, with number bonds, times tables facts and various strategies for calculation taught and practised at school with support sought from parents through homework activities.

A progression towards efficient written calculations is developed and applied consistently in line with the Calculation policy we have developed with our Partnership schools.

### COMPUTING

ICT is becoming an increasingly important part of our lives. In the curriculum it is taught as a specific subject with children learning computer and programming skills. However, it is also an important cross-curricular tool and is used in most areas of the curriculum in a variety of ways. It is important that schools strive to keep abreast of the constantly advancing world of ICT. At Mount Carmel we have been fortunate to receive extra funding for resources through the efforts of the PFA to enable us to offer our children a most favourable IT provision. We have a fully

equipped ICT Suite with 18 networked PC's, and each class has an Interactive Whiteboard, a multimedia projector and digital cameras. We also have three class sets of network linked tablets and iPads which can be used within individual classrooms. Our school website [www.mountcarmelfirstschool.co.uk](http://www.mountcarmelfirstschool.co.uk) is a valuable source of information and is also provides a link to the school's recommended learning sites. The School can be contacted by email on: [office@mountcarmel.worcs.sch.uk](mailto:office@mountcarmel.worcs.sch.uk).

## SCIENCE

Exploring and investigation are central to our Science work and we are proud to have achieved the Primary Science Silver Quality Mark which recognises the high standard of science provision across the school. We encourage the children to develop their knowledge, scientific thinking and experimental skills. Wherever possible this is achieved by practical investigations. The children are encouraged to make predictions, plan the investigations, make careful and appropriate measurements and interpret their observations. Above all we hope to ensure that Science is viewed as an enjoyable and rewarding subject.

## INTERNATIONAL PRIMARY CURRICULUM

Children learn through a series of IPC units of work. Each unit of work has a theme that today's children find interesting and relevant. Examples of these themes includes; Treasure, Rainforest, Buildings Now and Then, and Fit for Life. Each unit of work lasts on average between four and eight weeks and children learn many of their subjects through this one common theme so that their learning has meaning to them.

Linking subjects means that children can make lots of connections with their learning. We now know that the more connections that the brain can make, the better a child can learn.

The development of skills is a very big part of the IPC and learning activities have been designed so that children can develop these skills. This development of skills even applies to the personal learning goals which emphasise adaptability, resilience, thoughtfulness, cooperation and respect and which, as a result of progressive skill development, help children to become able and inspired learners.

The IPC is not just topic learning. Although the learning is based around a theme, the learning that the children do within that theme has very distinct outcomes to ensure that children are learning exactly what they need to learn. It focuses children's learning on a combination of knowledge, skills and understanding. No one can properly predict the nature of work and life opportunities that will be available for today's primary age children by the time they are adults. Many of the jobs they will have don't yet exist; especially in the fields of ICT, technology and science. So the IPC focuses on a skills-based approach, developing adaptable and resilient globally-minded learners, prepared for the fast-changing world that they'll be living and working in.

The IPC has been designed for children of all abilities and all learning styles, and encourages learning in groups as well as individual learning.

## PSHE & Citizenship

These help to give pupils the knowledge, skills and understanding they need to lead confident, healthy, independent lives and to become active, responsible citizens. Pupils are encouraged to take part in a wide range of activities and experiences across and beyond the curriculum, contributing fully to the life of their school and communities. In doing so they learn to recognise their own worth, work well with others and become increasingly responsible for their own learning. They reflect on their experience and understand how they are developing personally and socially,

are involved in many spiritual, moral, social and cultural issues that are part of growing up. They also find out about institutions that affect their lives and about their responsibilities, rights and duties, individuals and members of communities. They learn to understand and respect our common humanity, diversity and differences so that they can go on to form effective, fulfilling relationships that are an essential part of life and learning.

### MUSIC

Music plays an important part in the life of the school. Children have opportunities to sing, compose and perform; appraise a variety of music; and some will begin to develop reading and notation skills. A school choir helps to lead our singing in festivals and in the special School Masses which are organised at Mount Carmel Church. In KS2, children also have the opportunity to learn guitar and violin.

### P.E.

The aim of our P.E. curriculum is to contribute to the physical development of each child and to offer a range of activities and opportunities which will prove stimulating and challenging. In Years 3 and 4 pupils have at least one term's swimming lessons (there is no cost for this though parents are asked to contribute towards the transport costs).

Older pupils have a number of opportunities to take part in Football, Unihockey, Basketball, Netball, Cricket, Athletics, Tennis and Swimming tournaments not only at a local level but also at County level. During 2016– 2017 a variety of after school Sports Clubs are scheduled for different ages in the school, covering football, hockey, netball, cricket, athletics, gymnastics, dance and short tennis.

### ART

Children's creativity and imagination is fired using a range of stimuli. Children are given opportunities to express ideas and feelings through a wide range of materials and techniques. During Summer 2012 we were awarded the prestigious Artsmark Award for our provision of Art, Music, Dance and Drama.

### FRENCH

In Year 3 and Year 4 each class has a lesson of French every week. The focus of these sessions is on the spoken language, with a range of games, activities and music used to encourage confidence and develop a good foundation before the children move on to St. Bede's.

### RELIGIOUS EDUCATION AND PASTORAL CARE

The children follow the Curriculum for RE in Catholic Primary Schools for the Archdiocese of Birmingham, which strongly supports our programme of Sacramental preparation for First Reconciliation and Communion. This is complemented by the Walk With Me programme of reflection during Advent and Lent running alongside it. At the heart of this programme is an attempt to foster a child's personal relationship with God and show them how they can create a better world by their faith in the risen Jesus. This method of religious teaching puts children at the centre of the teaching process and uses activities such as drama, music, art and creative writing to help them to understand the 'good news' of Jesus more clearly and relate it to their everyday lives. Religious Education must help us to live everyday as people who love God and those around us.

When they are in Year 3 Catholic children are prepared for their First Holy Communion. This programme runs from November to June, with Parents, School and Parish all having an important input. During this period, evening meetings for parents are held on a monthly basis, and four special Celebrations are arranged as a preparation for First Communion Day in June.

As a Catholic School the basic religious ethos is to be found across the whole curriculum and not just within the R.E. timetable. The whole aim of the school is the Christian growth of the children, not simply in their own faith but in the awareness of the world as maturing Christians. Whilst admitting mainly Catholic children, the school greatly appreciates the support and encouragement it receives from non-Catholic parents who wish their children to receive a Christian education. These families are a valued part of our school community and all the Catholic Schools within the Redditch Partnership of Schools.

Our Lady of Mount Carmel's Behaviour Policy (which can be found on the website) embraces an ethos of pastoral care to promote high standards of general behaviour, self-discipline and self-esteem and to show respect, consideration, and courtesy to others at all times. The Catholic Faith and Christian themes of forgiveness and reconciliation are central to this policy. We aim to live our school motto: **“Love God and Love One Another”**. As a school we are constantly aiming to reaffirm the Catholic Virtues and Values of faithfulness and integrity, dignity and compassion, humility and gentleness, truth and justice, forgiveness and mercy, purity and holiness, tolerance and peace and service and sacrifice in all of our students to be well-rounded, considerate and responsible citizens.

## **ASSESSMENT**

During their years at Mount Carmel the children will be assessed in a variety of ways:

- During their first term in the Reception Class a “baseline assessment” is compiled on each child, and this is used as a basis for discussion with parents.
- Continuous assessment of achievement in all areas ensures that at all stages pupils reach a level of attainment which is appropriate to their capabilities.
- Diagnostic Tests in Reading and Mathematics provide useful information on the progress of individuals and classes.
  - Statutory National Curriculum Tests for pupils at the end of Key Stage 1 (age 7) and Year 1 phonics provide parents with additional information on levels of attainment. In Years 3 and 4. Non Statutory National Curriculum Tests also help us to track the children's progress.

During the Summer Term parents receive a written progress report on their child's achievements in National Curriculum subjects and other subjects and activities.

## SPECIAL NEEDS

### SPECIAL EDUCATIONAL NEEDS AND DISABILITY (SEND)

As Catholic Academies, within the Our Lady of Lourdes Catholic Multi-academy company, we recognise the gifts and needs of each individual as a valued part of our community. Although it may be considered that all children at some point in their education have individual special needs, there are groups of pupils throughout the spectrum of ability who have further and additional individual requirements. We are committed to working for quality and equality of opportunity for all pupils. We believe that every teacher is a teacher of every pupil; including those with SEN.

The SEN Code of Practice 2014 identifies pupils as having SEN if they do not make at least expected progress once they have had Quality First teaching and additional support. Pupils will then be placed on the school's SEN register. As part of the Assess, plan, do, review cycle outcomes and targets will be identified. Strategies, support and interventions will be discussed with parent, pupil, teacher, SENCO and, if appropriate, outside agencies.

Where a pupil is identified as having SEN, schools should take action to remove barriers to learning and put effective special educational provision in place. This SEN support should take the form of a four-part cycle through which earlier decisions and actions are revisited, refined and revised with a growing understanding of the pupil's needs and of what supports the pupil in making good progress and securing good outcomes. This is known as the graduated approach. It draws on more detailed approaches, more frequent review and more specialist expertise in successive cycles in order to match interventions to the SEN of children and young people.

For further information please refer to the SEN Policy and School Offer which can be found on the school website.

For The Local Offer in Worcestershire Schools please refer to the website: [www.edulink.networcs.net/senreform](http://www.edulink.networcs.net/senreform)

## Safeguarding

### **Safeguarding Children at Our Lady of Mount Carmel Catholic First School Academy**

Our Lady of Mount Carmel was judged by Ofsted (2013) as outstanding in safety and behaviour of its pupils. This school believes that it is always unacceptable for a child to experience abuse of any kind. We recognise our responsibility to safeguard the welfare of all children.

We will provide staff and volunteers with guidance to follow when they suspect a child may be experiencing abuse or at risk of harm. We will work co-operatively with other agencies to safeguard and promote the welfare of children. We will ensure that our concerns about our pupils are discussed with parents/carers first - **unless we have reason to believe that such a move would be contrary to the child's welfare.**

The Designated Safeguarding Lead for child protection is Tammy Mitchell

The Deputy Designated Leads for child protection are Michelle Woods (Head Teacher) and Emma Brocklesby (Deputy Head Teacher)

The Governor with responsibility for child protection is Jane Kembery.

Our Lady of Mount Carmel follow policies and procedures in accordance with Worcestershire Safeguarding Children's Board (WSCB). A copy of our Safeguarding Policy can be found on the school website. Our policy and procedures are reviewed at least annually.

## HEALTH AND WELFARE

Class teachers in consultation with Key Stage 1 and Key Stage 2 C0-ordinators, Deputy Head and Head Teacher are all responsible for pastoral care.

All children in Reception will have their learning and eyesight tested by nurses. Height and weight will be measured by healthcare assistants during the first year. Parents are informed of all medical examinations and permission is sought before they are carried out.

No medicines will be given to children in school unless they are accompanied by a completed form – obtainable from the school office - from parents giving full details of the exact dosage and frequency of administration. Parents are requested to inform the school of any recent medical history that may effect the child's general development and education.

School must be notified immediately if your child is going to be absent from school, followed by a letter when the child returns to school. Please let us know in writing if your child is going home with another child since without permission from a parent we are unable to alter the arrangements. It is government policy that schools cannot authorise holidays during term time (further information can be found on the school website).

It is also important that the school is kept informed of any changes to pupil contact details so that in the event of an accident or illness, we are able to get in touch immediately.

In the event of very heavy snowfall parents are asked to check the school website: [www.mountcarmelfirstschool.co.uk](http://www.mountcarmelfirstschool.co.uk). and we also use a text service to send important information out to parents as quickly as possible.

During school year 2015 – 2016 the school had a 96.6% attendance rate with 0.8% of absences deemed “unauthorised”.

### School Breaks

We have a hot meals service brought on site, and meals can be selected via a monthly menu which is sent out. Those children who bring packed lunches are encouraged to have a “Healthy Lunch Box”. Applications for Free Meals, which are based upon parents' income are dealt with by the appropriate officer at the Education Department in Worcester. Application forms are available from the School Secretary on request. Hot or packed lunches are available for children entitled to free school meals, and since 2014 **all** children in the Foundation Stage, Year 1 and Year 2 are eligible for Free School Meals. Please contact the office for further details.

### Fruit for Schools

Children in Early Years and Key Stage 1 classes now have the benefit of free fresh fruit every day at morning break. This is a new initiative to encourage healthy eating and reduce litter problems in schools. Children will not need to bring a snack for break time. However, children in KS2 will need to bring fresh fruit from home for their morning break.

### Milk

Milk can be provided daily (**free for under 5's and families entitled to free school meals**). Orders must be made by using the “Cool Milk” link on the school website even if your child is entitled to free school milk. The web address is <https://www.coolmilk.com/>

### Family Curriculum Workshops

During the year we run Family learning programmes for parents (and children) to help to improve parents' knowledge and understanding of the curriculum, and to assist them in working with their children at home.

### Parental Involvement

The education of children is the joint responsibility of parents and teachers and is clearly outlined in the 'Home-School Agreement' section of the 'Home-School Link' books. As equal partners in the children's education it is vital that home and school should be kept in harmony, and opportunities are made to keep parents regularly informed about the aims and activities of the school. Formal meetings are held every term at which work can be viewed and parents and teachers are able to discuss the children's progress. Parents are also encouraged to make appointments to see the teaching staff at any time during the school year if they are concerned about any aspect of their child's education. Curriculum evenings are held at regular intervals to explain to parents what we are trying to achieve in various curriculum areas and to discuss important issues like Statutory Assessment. Parent helpers have traditionally been a highly valued part of Mount Carmel School life. Their assistance in the classroom to help with reading, art and cooking, around the school with various administrative tasks such as those connected with the running of the School Library, and helping on school visits is greatly appreciated. We are always pleased to extend an invitation to parents and parishioners to the special events and Masses which take place.

### The Weekly Newsletter

All the information likely to be of any interest to parents, such as dates and times of meetings and school functions is contained in a newsletter which is sent home with a child from each family every Friday. If a child is absent on a Friday a newsletter should be obtained upon his/her return. A copy is also placed on the news section of the school website and available on our Facebook and Twitter pages.

### P.F.A.

Mount Carmel has a very lively and enthusiastic Parents and Friends Association which contributes greatly to the life of the school. A number of events are arranged throughout the year for both children and parents. In addition to raising funds for the benefit of the school these events also serve a valuable social function, and are all reported fully in the weekly newsletter.

### 100 Club

For several years the P.F.A. has run a 100 Club as part of its superb fund raising efforts for the school. The cost is £12 a year and 4 draws are made throughout the year. Further details can be obtained from the School or from P.F.A. members.

### Homework

Homework is a normal part of school life as it involves parents in the learning programme of their children and to encourage the reading and enjoyment of all books, and not only those provided by the school. A Home School Link Book is provided for teachers and parents to provide written comments on the children's progress. As the children progress through the school they will be given spelling lists, tables, English, maths, and research tasks to complete.

### Clubs and Activities

After school activities vary according to the season but usually include football, athletics, cricket, singing club, art club, science club, maths club, ICT club, gardening, hockey, cookery, running, swimming, dance and Irish dancing. We are also able to offer gymnastics, fun fit and short tennis in partnership with Redditch Action Sport, the Y.M.C.A., and P&E Sport. Violin and guitar lessons are taught by peripatetic teachers during school hours. French lessons are available for children in Year 4. Periodically, the school PFA organise Craft Clubs which take place after school on prearranged dates. We also provide a morning family fitness session and there is the opportunity for our Year 4 pupils to participate in a PGL Residential Trip to Boreatton Park.

### Before and After School Care

We have partnerships with a number of before and after school care clubs bringing and collecting some of our pupils. There is an independently run "Breakfast Club" and "After School Club" based in the Pre-School building in our grounds. For information on either of these please contact Mandy Woodcock on **01527 550341**.

### Charging and Remission Policy

Some subjects forming part of the curriculum require the payment of fees for transport (Swimming and Educational visits) and entrance fees (Educational Visits). In order for these events to take place the costs are divided amongst pupils taking part and parents are invited to contribute. Parents who find difficulty in paying should contact the Head Teacher who will deal with the matter in confidence. There is no element in the school budget to cover such fees, and if voluntary contributions failed to meet the cost of the event \ activity, it would be liable to cancellation.

### Car Parking

Since there is only a limited amount of parking at the front and rear entrances to the school, for evening school events such as concerts and parent evenings it will usually be possible for cars to enter via the rear gates and park on the playground. Parents are asked to be careful not to block neighbours' garages or driveways near the school.

### Entrance to School

In May 2004 a new entrance and footpath was opened at the rear of the school (Springvale Road) and there is no doubt that using this entrance has helped to ease traffic flow around Downsell Road. There is also an additional parking area off Birchfield Road with a path that leads through Lyndenwood and onto Downsell Road. This is only a two to three minute walk. During the summer break in 2009 a new red path was created at the front of the school for use by pedestrians when entering the school grounds and we ask you to encourage your children to use this at all times.

## SCHOOL UNIFORM

It is the school policy for the children in **Years 1-4** to wear the following uniform:-

### BOYS

White shirt  
Red jumper (with school logo)  
Grey trousers  
\*Red tie  
Black or grey socks  
Black school shoes (not trainers)  
Red book bag (named & with school logo)

### GIRLS

White blouse  
Red jumper \ cardigan (with school logo)  
Navy blue skirt \ pinafore \ trousers  
Red gingham dress for summer (optional)  
White or navy blue socks / tights  
Black school shoes (not trainers \ sandals)  
Red book bag (named & with school logo)

### **Year R**

To simplify the process of getting changed for PE lessons, in their first year at school our **Early Years children** may wear a white polo shirt and red sweat shirt (both with school logo).

### BOYS

White polo shirt (with school logo)  
Red sweat shirt (with school logo)  
Grey trousers  
Black or grey socks  
Black school shoes (not trainers)  
Red book bag (named & with school logo)

### GIRLS

White polo shirt (with school logo)  
Red sweat shirt (with school logo)  
Navy blue skirt \ tailored trousers  
White or navy blue socks / tights  
Black school shoes (not trainers \ sandals)  
Red book bag (named & with school logo)

For Physical Education Lessons the children should wear red T-shirts and white games shorts. Black pumps should also be worn. Warm tracksuit tops and bottoms should also be available for the winter months. **ALL ITEMS OF CLOTHING SHOULD BE CLEARLY NAMED AND KEPT IN A NAMED DRAWSTRING PUMP BAG.**

In Early Years the children will require blue wet weather clothing which will fit over their usual clothing and coats and a pair of Wellington boots. We recommend mac-in-a-sac or regatta makes, available from outdoor stockists such as Winfields of Feckenham.

In Years 3 and 4 the children will be timetabled for outdoor games throughout the year and it will be necessary for them to have additional warm kit and boots \ trainers.

Items of jewellery should not be worn. If children have to wear earrings in pierced ears these must only be small studs. Even these can be a hazard in P.E. and Games lessons, however, and it is preferable for them not to be worn. Nail varnish is not allowed.

One option is to use our on-line uniform site for the purchase of items with our school logo. All items are dispatched within 24 hours for a standard delivery charge of £2.50 to either your home or workplace.

[http://www.mandsyourschooluniform.com/Our\\_Lady\\_of\\_Mount\\_Carmel\\_School\\_Redditch.html](http://www.mandsyourschooluniform.com/Our_Lady_of_Mount_Carmel_School_Redditch.html)

Another option is to purchase a red school jumper / cardigan from any shop at a reasonable price, then hand it into the school office and have it embroidered with the school logo for £2.50.

To take advantage of this service:-

1. Buy your jumper or cardigan.
2. Take it to the school office before the 15<sup>th</sup> of any month.
3. Ensure it is in a bag with your child's name on.
4. Put your child's name on the jumper using a laundry pen

An order form can be found on our website in 'Parents/ School Uniform Order Form'.

ADDRESSES:

The address of the Diocesan Schools Commission is:

Rt. Rev. M. Stock  
St. Mary's House  
Coventry Road  
Coleshill  
Warks B46 3ED  
Telephone: 01675 464 755

PLEASE NOTE

The information in this booklet applies to the academic year 2016/17 and though the particulars are correct in relation to this year, it should not be assumed that there will be no change affecting relevant arrangements before the start of or in relation to subsequent school years.

**TERM DATES FOR ACADEMIC YEAR 2017/2018 AUTUMN TERM 2017**

TERM STARTS	Wednesday 6 <sup>th</sup> September 2017
HALF TERM	Monday 23 <sup>rd</sup> October 2017 – Friday 27 <sup>th</sup> October 2017
TERM ENDS	Tuesday 19 <sup>th</sup> December 2017

**SPRING TERM 2018**

TERM STARTS	Thursday 4 <sup>th</sup> January 2018
HALF TERM	Monday 19 <sup>th</sup> February 2018 – Friday 23 <sup>rd</sup> February 2018
TERM ENDS	Thursday 29 <sup>th</sup> March 2018

**SUMMER TERM 2018**

TERM STARTS	Monday 16 <sup>th</sup> April 2018
HALF TERM	Monday 28 <sup>th</sup> May 2018 – Friday 1 <sup>st</sup> June 2018
TERM ENDS	Friday 20 <sup>th</sup> July 2018

**INSET DAYS (Staff Only)**

**Monday 4<sup>th</sup> September 2017**  
**Tuesday 5<sup>th</sup> September 2017**  
**Wednesday 3<sup>rd</sup> January 2018**  
**Monday 23<sup>rd</sup> July 2018**  
**Tuesday 24<sup>th</sup> July 2018**

Additional Closure Monday 7<sup>th</sup> May 2018 (May Day)

**STATUTORY ASSESSMENT DATA SUMMARY 2016 - 2017**

<b>COHORT:</b>	<b>ASSESSMENT:</b>	<b>NATIONAL (2017):</b>	<b>LOCAL (2017):</b>	<b>SCHOOL (2017):</b>
<b>EYFS</b>	<b>% Good Level of Development</b>	<b>70.7%**</b>	<b>69.5%</b>	<b>83.1%</b>
	<b>% Expected or Above Literacy</b>		<b>76.8%</b>	<b>95%</b>
	<b>% Expected or Above Mathematics</b>		<b>78.3%</b>	<b>95%</b>
<b>Year 1</b>	<b>% of Pupils who Passed Phonics Screening</b>	<b>81%</b>	<b>81%</b>	<b>80%</b>
<b>Year 2</b>	<b>% of Pupils who Passed Phonics Screening</b>			<b>98%</b>
<b>Year 2</b>	<b>KS1 SATs Reading Working at Expected Standard</b>	<b>75.6%**</b>	<b>76.7%</b>	<b>88%</b>
	<b>KS1 SATs Writing Working at Expected Standard</b>	<b>68.2%**</b>	<b>69.4%</b>	<b>83%</b>
	<b>KS1 Maths Working at Expected Standard</b>	<b>75.2%**</b>	<b>75.9%</b>	<b>78%</b>
	<b>KS1 Science Working at Expected Standard</b>	<b>82.6%**</b>	<b>84.2%</b>	<b>93%</b>
	<b>KS1 SATS Reading Working at Greater Depth</b>	<b>25.2%**</b>	<b>28.1%</b>	<b>35%</b>
	<b>KS1 SATs Writing Working at Greater Depth</b>	<b>15.6%**</b>	<b>17.3%</b>	<b>33%</b>
	<b>KS1 SATS Maths Working at Greater Depth</b>	<b>20.5%**</b>	<b>22.1%</b>	<b>35%</b>