

	<p>Our Lady of Mount Carmel Catholic First School Academy</p> <p>Admission Arrangements for the academic year 2021/2022</p>	
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Supplementary Information Form

The ethos of this school is Catholic. The school was founded by the Catholic Church to provide education for children of Catholic families. Whenever there are more applications than places available, priority will be given to Catholic children in accordance with the oversubscription criteria listed in the school's oversubscription criteria. The school is conducted by its Board of Directors as part of the Catholic Church in accordance with its Articles of Association and seeks at all times to be a witness to Our Lord Jesus Christ. As a Catholic school, we aim to provide a Catholic education for all our pupils. At a Catholic school, Catholic doctrine and practice permeate every aspect of the school's activity. It is essential that the Catholic character of the school's education be fully supported by all families in the school. We therefore hope that all parents will give their full, unreserved and positive support for the aims and ethos of the school. This does not affect the right of an application who is not Catholic to apply for and be admitted to a place at the school in accordance with the admission arrangements.

Child's Surname:	
Child's First Name(s):	
Address:	
Contact number:	

Please tick the appropriate boxes below:

Is the above named child a Baptised Catholic or have they been received into the Catholic Church?	Yes*		No	
Is the certificate of Catholic Baptism or Reception into the Catholic Church attached?	Yes		No*	

*A Certificate of Catholic Baptism or Reception into the Catholic Church is required in order for the Board of Directors to give the correct priority to an application.

Failure to provide evidence of Catholic Baptism or Reception in the Church may affect the oversubscription criterion that the child's name is placed in.

Please note that as well as completing this Supplementary Application Form, **parents must also complete the Local Authority's Common Application Form** in order for the application to be complete. This Supplementary Information Form is only for school use and is, in conjunction with the Local Authority's Common Application Form, to enable the Board of Directors to rank applicants using the published oversubscription criteria:

This Supplementary Information Form must be returned directly to Our Lady of Mount Carmel Catholic First School Academy by 15th January 2021.

Please note that this is NOT the local authority's Common Application Form. As well as completing this Supplementary Application Form and returning it directly to the school, you MUST also complete the local authority's Common Application Form otherwise your application will be deemed incomplete and therefore invalid.



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



Every Child Matters
Quality Mark Silver



Accredited Professional
Development Lead

National Centre
for Excellence in the
Teaching of Mathematics



LOTC Mark (Bronze)

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 to discuss with her 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

Key Information:

Address: Downsell Road, Webheath, Redditch, Worcs, B97 5RR

Telephone No: (01527) 546398

Website: www.mountcarmelfirstschool.co.uk

Email: olmc-office@olmc.lourdesmac.org.uk

School Hours: 8.55 a.m. – 3.10 p.m.

The number of children on roll averages approximately 300.

Communication:

There are a number of ways that you can keep in touch with what is happening in school.

The primary form of communication is via our website: <https://www.mountcarmelfirstschool.co.uk>

We also produce a newsletter on a Friday which you can sign you to receive via email, get a paper copy and it is also uploaded onto our website. We also use text messaging, Facebook and Twitter posts to send out important reminders or notify you of any changes to planned events.

We use home/school link books to communicate with you about your child on a one to one basis.

We have an open-door policy and will always make time to meet with you if you have any concerns.

School Staff:

HEAD TEACHER:

Mrs M. Woods (Deputy Safeguarding Lead)

RECEPTION:

Mrs T. Mitchell (Reception Co-ordinator / SENCo / Designated Safeguarding Lead / Assistant Head Teacher)

CLASS RN

Mrs N. Kitching / Mrs N. Gurr

CLASS RG

Miss G. Goode

KEY STAGE 1 (Years 1 / 2)

CLASS 1B (Year 1)

Mrs L. Burrows (Key Stage1 Co-ordinator / Assistant Head Teacher) / Mrs L. Saunders

CLASS 1W (Year 1)

Mrs C. Wright

CLASS 2T (Year 2)

Miss M. Thompson

CLASS 2H (Year 2)

Mr Z. Scott

KEY STAGE 2 (Years 3 / 4)

CLASS 3R (Year 3)

Mrs AM. Rooney (Key Stage 2 Co-ordinator / Senior Assistant Head Teacher) / Mrs L. Johnson

CLASS 3N (Year 3)

Mrs R. Nicholas

CLASS 4B (Year 4)

Mrs E. Barratt

CLASS 4S (Year 4)

Mr A. Sweeney

Mrs J. Sparrow (RE Co-ordinator)

SCHOOL CHAPLAIN: Father Jason Mahoney

OFFICE STAFF:

Office Manager Mrs R. Kennedy
Admin Assistant Mrs S. Hathaway
Finance Officer Mrs K. Birkinshaw

TEACHING ASSISTANTS:

Mrs T. Harrison	Mrs K. Monk	Mrs S. Moynihan
Mrs N. Murray	Mrs R. Finch	Mrs E. Churchill
Mrs T. Browne	Mrs J. Baylis	Mrs L. Turnbull
Mrs M. Maissa-Brown	Mrs L. Ganderton	Mrs S. Fellows
Mrs E. Srebniak	Mrs F. Jones	Mrs J. Lippett
Mrs L. Edwards		

CLEANING STAFF:

Mrs F. Jones	Mrs G. Jones	Mrs C. Chambers
Miss S. MacFadyen		

LUNCH SUPERVISORS:

Miss L. Edwards	Mrs S. Cattell	Mrs N. Khan
Mrs A. Bibi	Miss L. O'Callaghan	Miss K. Brandon
Miss V. Ebanks	Miss R. Ames	Mrs S. Moynihan

SCHOOL CARETAKER: Mr L. Shakespeare

ACADEMY REPRESENTATIVES (GOVERNING BODY)

FOUNDATION ACADEMY REPRESENTATIVES:

Mrs J. Kembery (Chair)

Mr M. Birkinshaw (Vice-Chair)

Mrs A. Crompton

Mrs J. Brown

Mrs H. Frost

Mrs F. Gill

Fr. Jason Mahoney

STAFF ACADEMY REPRESENTATIVES:

Mrs A. Rooney

Mrs T. Harrison

PARENT ACADEMY REPRESENTATIVES:

CLERK TO THE ACADEMY REPRESENTATIVES:

Ms E. Coley

**Our Lady of Mount Carmel Catholic 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 lifelong 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.

	Timetable for Admissions and Transfers Intakes for September 2021		
	First/Primary Schools	Middle Schools	High Schools
Applications Open on	1st September 2020	1st September 2020	1st September 2020
Closing Dates	15th January 2021	15th January 2021	31st October 2020
School Offer Notification Dates	16th April 2021	16th April 2021	1st March 2021

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 2021/2022, 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
 - 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 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 2020/2021 Admissions and Transfers to Schools information for Parents book at 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.

NEW ADMISSIONS:

Children in Worcestershire Schools can be admitted at the age of four in the September of the school year (1st September – 31st August) in which they have their fifth birthday. For example, in September 2021 we will have just one intake, with all the children who are 5 by 31st August 2022 being eligible for admission in September 2021.

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

Alternatively, please email the school on: olmc-office@olmc.lourdesmac.org.uk

STARTING SCHOOL:

In the Summer term before your child is due to start school we will invite you to come into school for some transition visits. A number of sessions will be offered for you and your child to spend time in the classrooms with class teachers and teaching assistants. This is a valuable opportunity for both parents and children to get to know the school staff, reception classrooms and daily routines. The class teacher will also visit your child in their pre-school or nursery setting to begin to get to know your child and have the opportunity to gain valuable information from the staff who already know your child. Parents will be invited into school for a 'New Intake' evening when all the information you require about starting school at Our Lady of Mount Carmel Catholic First School will be shared.

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.

BREAKFAST/AFTER-SCHOOL CLUB:

The school has an independently run breakfast and after-school club facility on site. For further information, please contact: 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 Catholic Middle School, which is the school that the majority of our children transfer to at the age of nine. At the age of thirteen the majority then transfer to St. Augustine's Catholic 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 time at Mount Carmel.

We also take part in a wide range of Music and Sports Events with MAC Schools, Redditch First Schools and Catholic Schools across Worcestershire.

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, an excellent library and learning hub. A central hall is used for assemblies, Masses, P.E. and lunchtimes. At the rear of the school there is a large playground area, field area, prayer garden 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.

SCHOOL FUND:

What is our school fund?

At Our Lady of Mount Carmel Catholic First School we pride ourselves on the rich and varied curriculum we provide including a wide range of enrichment activities and workshops helping to bring the children's learning to life throughout the school.

As you will be aware, there is an ever increasing pressure being placed on school budgets and so, in order to ensure that we can continue to offer the children a wide range of exciting experiences in the future, we kindly ask for a small termly donation to our school fund.

How can you help?

The recommended contribution is £10.00 per term per child (a maximum of £15.00 per term per family where there is more than 1 child) but any contribution at all is much appreciated.

You can make a voluntary donation in the following ways:

- Via ParentPay

CURRICULUM INFORMATION

Our curriculum for pupils aged 5 – 9 consists of:

- * Religious Education for all pupils
- * Foundation Stage programme with its associated Early Learning Goals for children in their first year at school
- * National Curriculum Core subjects – English, Maths and Science
- * National Curriculum Foundation subjects – History, Geography, Computing, Physical Education, Design and Technology, Music, PSHE, RSE and Art and Design
- * French is also taught in yr 3 and yr 4

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;
- 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 year group curriculum pages of the website.

RELIGIOUS EDUCATION:

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.

We run the Sacramental Programme of First Reconciliation and First Holy Communion in Yr 3. This programme runs from November to June, with parents, school and Parish all having an important role. During the programme, a series of family learning workshops are held around key themes accompanied by Masses at Our Lady of Mount Carmel Catholic First School as a preparation for First Communion Day in June.

Our Catholic ethos permeates the whole curriculum and is not limited to the R.E. curriculum. 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 mission: **"Love God and Love One Another"**.

As a school, we are constantly aiming to reaffirm the Catholic Virtues:

- Curious and Active
- Compassionate and Loving
- Intentional and Prophetic
- Faith-filled and Hopeful
- Grateful and Generous
- Attentive and Discerning
- Learned and Wise
- Eloquent and Truthful

in order to prepare the children in leading happy and fulfilled lives.

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 children 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. We utilise a contextualised Literacy approach which ensures that skills, knowledge and understanding are developed through high quality and engaging texts.

MATHEMATICS:

At Mount Carmel we follow a mastery approach to the teaching of mathematics, setting high expectations of all our pupils. Children develop a deep understanding of the mathematics they are learning through the use of concrete, pictorial and abstract representations, in order that future learning is built upon firm foundations. Part of this approach includes adopting a 'growth mindset', where children are encouraged to believe they are all capable of learning and doing mathematics, given sufficient time, good teaching, appropriate resources and effort. Children are encouraged and are supported to learn basic number facts in a fun and engaging way, as well as to develop fluency in procedures. Using these skills combined with a deeper conceptual understanding, children are to be able to solve increasingly complex problems.

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 science 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.

Each class has an Interactive Whiteboard, a multimedia projector and use of digital cameras. We also have two class sets of network-linked tablets and a set of iPads which can be used within individual classrooms.

SCIENCE:

Exploring and investigation are central to our Science work and we are proud to have achieved the Primary Science Silver Quality Mark and Space Education 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 through a range of practical investigations. The children are encouraged to make predictions, plan the investigations, make careful and appropriate measurements and interpret their observations. We also hold an annual whole school 'Science Week' which includes STEM projects and visiting scientists!

HUMANITIES:

Our history curriculum is designed to help pupils to develop an interest in and understanding of Britain's past and that of the wider world and how this has shaped the modern world. History helps pupils to understand the process of change, the diversity of societies and relationships between different groups, as well as their own identity and the challenges of their time. We deliver our history curriculum through carefully planned thematic topics which enable skills, knowledge and understanding to build and develop across the school.

Through our curriculum, we aim to:

- Develop an understanding of chronological order and where people and events they study fit within a chronological framework
- Enable use of a variety of historical vocabulary
- Develop research skills needed to access and analyse relevant information
- Explore similarities and differences between different times in history
- To interpret different interpretations of historical events
- Help pupils develop a sense of identity through studying the history of their locality
- Understand cross-curricular links e.g. Roman Numerals

Our geography curriculum is designed to help pupils to develop an interest in and understanding of the world, the United Kingdom and our locality through exploration of physical and human geography, map work and fieldwork. We deliver our geography curriculum through carefully planned thematic topics which enable skills, knowledge and understanding to build and develop across the school.

Through our curriculum, we aim to:

- develop an understanding of geographical similarities and differences between different places
- use maps to locate continents, countries, oceans, rivers and climate zones
- explore the impact of physical geography
- develop a broad geographical vocabulary
- use simple fieldwork and observational skills to study the geography of their school and its grounds and the key human and physical features of its surrounding environment including devising own maps

PSHE:

The PSHE curriculum aims 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 a hugely 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 Masses and are involved in many events including the Parish Carol Concert and Parish Concert. In KS2, children also have the opportunity to learn guitar and violin.

PHYSICAL EDUCATION:

Through our physical education curriculum, we aim to ensure that all pupils:

- develop competence to excel in a broad range of physical activities
- are physically active for sustained periods of time
- engage in competitive sports and activities
- lead healthy, active lifestyles

In yr 3 and yr 4 pupils have swimming lessons (there is no cost for this though parents are asked to contribute towards the transport costs).

Sports Stars also offer a wide variety of after school sports clubs for different ages, including football, hockey, netball, athletics, gymnastics, and dance.

ART & DESIGN:

Art and Design has a very important place in our curriculum and is delivered both through thematic topics and whole school art projects. We see art as a vehicle for creativity and individual expression and it provides valuable opportunities for collaborative work. It is an important form of cultural expression and, therefore, has significance and meaning for all our children.

Our teaching provides an understanding of all the diverse art forms so that the children experience drawing, painting, collage, textiles, 3D designs, print making and digital media. They will be introduced to a wide variety of artists and their styles.

Our design and technology lessons encourage the designing and making of products to solve real and relevant problems. Our pupils learn to select from and use a wide range of materials and components, including construction materials, textiles and ingredients, according to their characteristics.

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. We currently hold 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.

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 yr 3 and yr 4 we also use non-statutory National Curriculum assessments to help us to track the children's progress. The yr 4 multiplication check will be introduced in June 2020.

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

SAFEGUARDING:

The Designated Safeguarding Lead for child protection is Mrs T Mitchell (Assistant Headteacher).

The Deputy Designated Lead for child protection is Mrs M Woods (Head Teacher).

The Governor with responsibility for child protection is Mrs J Kembery (Chair of Academy Representatives).

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.

We also provide parent information leaflets, drop ins and support on an individual basis.

HEALTH AND WELFARE:

Class teachers, in consultation with our Senior Leadership Team, 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 affect 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 in the attendance policy on our 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. We also use a text service to send important information out to parents as quickly as possible.

SCHOOL MEALS:

We have a hot meals service brought on site by Baileys Catering and meals can be ordered online (please see link on our website). Those children who bring packed lunches are encouraged to have a “Healthy Lunch Box”.

All children in the Reception, Year 1 and Year 2 are entitled to Universal Free School Meals.

In addition to this, you may be eligible for Free School Meals if you or your partner are claiming either;

- Income Support
- Job Seekers Allowance – Income Based
- Employment and Support Allowance - Income Related
- Support under part V1 of the immigration and Asylum Act 1999
- Child Tax Credit, provided you are not entitled to Working Tax Credit and have an annual income that does not exceed £16,190
- Guarantee element of State Pension Credit.

Please contact school for further information.

FRUIT FOR SCHOOLS:

Children in Reception and Key Stage 1 classes have the benefit of free fresh fruit every day at morning break. This initiative is to encourage healthy eating and reduce litter problems in schools. Children will not need to bring a snack for break time.

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/>

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.

During the year we run a variety of family learning programmes for parents (and children) to help to improve parents’ knowledge and understanding of the curriculum and to look at ways in which you can support your child’s learning at home.

We actively encourage parents and parishioners to join us at special events and Masses which take place through the year.

P.F.A:

We are incredibly fortunate to have 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. New members are always welcome!

CLUBS and ACTIVITIES:

We offer a wide range of lunchtime and after school clubs including: football, athletics, cricket, dancing, gymnastics, singing club, art club, science club, maths club, gardening, running and Irish dancing. We also offer family fitness sessions during the year.

Violin and guitar lessons are taught by peripatetic teachers during school hours.

Our Year 4 pupils have the opportunity to participate in a PGL Residential Trip to Boreatton Park.

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, voluntary contributions from parents/carers are sometimes requested. Parents who find difficulty in paying should contact school 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 park on double yellow lines or block neighbours' garages or driveways near the school.

SCHOOL UNIFORM

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

BOYS

GIRLS

White shirt	White blouse
Red jumper (with school logo) school logo)	Red jumper / cardigan (with school logo)
Grey trousers pinafore / trousers	Navy blue skirt / trousers
*Red tie	Red
gingham dress for summer(optional)	
Black or grey socks	White or navy blue
socks / navy or red tights	
Black school shoes (not trainers) sandals)	Black school shoes (not trainers or sandals)
Red book bag (named & with school logo)	Red book bag (named & with school logo)
	All hair accessories should be in keeping with school colours.

Year R

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

BOYS

GIRLS

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

For Physical Education Lessons, the children should wear red T-shirts and navy 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 Reception and KS1, 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 delivery charge of £2.50 to 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 15th 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 2021/22 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.



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

**AUTHORISED TERM DATES
FOR ACADEMIC YEAR 2020/2021**

AUTUMN TERM 2020

TERM STARTS Wednesday 2nd September 2020

HALF TERM * Monday 26th October 2020 – Friday 30th October 2020

TERM ENDS Thursday 17th December 2020

SPRING TERM 2021

TERM STARTS Tuesday 5th January 2021

HALF TERM Monday 15th February 2021 – Friday 19th February 2021

TERM ENDS Wednesday 31st March 2021

SUMMER TERM 2021

TERM STARTS Monday 19th April 2021

HALF TERM Monday 31st May 2021 – Friday 4th June 2021

TERM ENDS Friday 16th July 2021

INSET DAYS (Staff Only)

INSET DAY 1 Tuesday 1st September 2020

INSET DAY 2 *Friday 23rd October 2020

INSET DAY 3 Monday 19th July 2021

INSET DAY 4 Tuesday 20th July 2021

INSET DAY 5 Wednesday 21st July 2021

Additional whole school closure:

Friday 18th December 2020 (MAC Day)

Monday 4th January 2021 (Additional Staff Training)