



**St. Anne's R.C. Primary School**

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Facebook: [www.facebook.com/stannesrcprimary](http://www.facebook.com/stannesrcprimary) iOS or Android App: [ourschoolsapp](#)

Headteacher: *Mr. A. Pierce*. Chair of Governors: *Fr. Jim McCartney*



**SCHOOL PROSPECTUS**  
**2024 / 2025**

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## **WELCOME / TYPE OF SCHOOL**

Welcome to St. Anne's R.C. Primary School, Blackburn

St. Anne's is a voluntary aided Roman Catholic Primary School with attached Nursery situated in the town centre of Blackburn. We are committed to providing a happy, safe, secure and caring learning environment. When children join our primary school, the attached information helps to ensure that families can take full advantage of all the benefits and opportunities provided by St. Anne's. We offer children and their parents/carers a service that promotes equality and values diversity.

### **Policies**

All policies can be found on the website via the following link <https://www.stannesblackburn.co.uk/policies/> However, if you require paper copies please do not hesitate to ask the school office who would be more than happy to print these for you.



DIOCESE OF SALFORD



BLACKBURN  
with  
DARWEN  
BOROUGH COUNCIL

**THE SCHOOL'S ETHOS AND VALUES (INCLUDING ANY LINKS WHICH THE SCHOOL HAS WITH A PARTICULAR RELIGION OR DENOMINATION)**

The Mission Statement for St. Anne's was reviewed across the academic year 2016-17 with all stakeholders. Although the Catholic values from our previous mission statement remain, we feel that this amended version is much more child friendly.

**St. Anne's Roman Catholic School Mission Statement**

"As a Catholic community, we value every single member as a unique creation made in the image of God. We work together to help everyone to realise their God-given talents and their part in God's plan. Our school is a place of peace, tolerance and fairness where we follow Christ's example of loving God and loving others. Our ultimate aim is to give our community the prospects, belief and hope that every tomorrow can be a better day.

**St. Anne's - making tomorrow a better day."**



\*Mosaic of the Last Supper as created by our Infant and Junior children in March 2017 with skilled artist Trish Thompson. This is sited within the prayer room which is situated off the school hall. The striking clay tile art work as shown on the front cover of this prospectus was again facilitated by Trish with our KS2 children in November 2016 and is situated just inside the main entrance to the school.

**DETAILS OF THE RELIGIOUS EDUCATION (RE) PROVIDED, INCLUDING A REMINDER THAT PARENTS CAN WITHDRAW THEIR CHILDREN FROM ALL OR PART OF RE AND COLLECTIVE WORSHIP AND DETAILS OF ALTERNATIVE PROVISION FOR THOSE PUPILS**



St. Anne's follows the "Come and See" curriculum for Religious Education as recommended by Salford Diocese. Further details as to the topics covered by each year group in this regard can be found via the school website: <http://www.stannesblackburn.co.uk/topic/curriculum> Although parents do have the right to withdraw their children from all or part of RE and collective worship and alternative provision would be made for such pupils, the school strongly recommends that the Catholic ethos and curriculum of St. Anne's is supported by families wherever possible.

### **RELIGIOUS EDUCATION**

As a Catholic school our faith permeates all areas of school life. Religious education in school is regarded as not just a subject among others, it is the golden thread that brings all aspects of learning together. We believe that through Religious Education, all our pupils develop a sense of belonging and service, knowing that they are made in the image of God. It is our mission to unlock your child's God given talents. It is a constantly developing way of learning how to look at the world and ourselves, and the relationship of the whole of creation to the creator, God. Through Catholic Social Teaching and Gospel Values, the teaching of religion is not confined to the R.E. lesson, but pervades all the work of the curriculum, which is used to stimulate spiritual, emotional, social and academic growth.

Our priest, Father Jim McCartney, is a frequent visitor to the school in his role as God's ordained minister. We regularly attend St. Anne's Church for various masses and celebrations led both by Fr. Jim and school.

Catholic children will be prepared to receive the Sacrament of Reconciliation and First Holy Communion during Year 3. The parish and the school will work with you in preparing your child for the reception of these sacraments.



*St. Anne's Church*

## **SCHOOL EXPECTATIONS WITH REGARDS TO ATTENDANCE**

- All children in the main school are expected to be ready to enter school for when the doors open at 8:30 a.m. Members of staff will be on duty at the Nursery, Reception and KS1 and KS2 doors and access to the school can still be gained up to the time of 8:45 a.m. If your child arrives after this time and the doors are closed, they must enter through the main school entrance.
- Children should be kept at home if they are too ill to attend. If your child improves during the day, please bring them into school. If you are unsure, please bring them into school as we can always contact you if we feel that they are not well enough to attend. Please telephone 01254 580462 on the first day of an absence by 9 a.m. and inform school daily if the absence is for longer than one day.
- Please try to arrange all medical / dentist appointments out of school time i.e. in the holidays or after 3:15 p.m.
- Government guidelines suggest that every child should have a minimum attendance rate of at least 95%. An attendance rate of below 90% is a cause for concern and will likely result in a referral to school's Inclusion Officer (formerly known as Education Welfare Officer).

### **Taking a child out of school during term time**

Taking a child out of school in term time will affect their schooling as much as any other absence and we expect parents to help us by not taking children away in school time. Remember that any savings you think you may make by taking a holiday in school time are offset by the cost to your child's education. There is no automatic entitlement in law to take leave during school time.

All applications for leave must be made, in advance, by the parent of residence using the 'Request for leave of absence' form from the school office. Requests will only be authorised if the circumstances surrounding the request are considered to be exceptional.

Full details of our policy and procedures are available from the school, but it is important that you understand that leave in term time will not be agreed by us at any time unless circumstances surrounding the request can be evidenced, by parents, to be exceptional.

In considering the request we will also look at various factors such as:

The timing of the request:

- When a pupil is just starting at the school, absences should be avoided as this is a very important period as your child needs to settle into their new environment as quickly as possible. Pupils should not be absent where possible both immediately before and during assessment periods e.g. SATs or any other public examinations.
- When a pupil's attendance record already includes any level of unauthorised absence.
- Where a pupil's attendance rate is already below 95% or will fall to or below that level as a result of taking leave.
- Other periods of leave which the pupil may have had, either during the current or previous academic year.

Any period of leave taken without the agreement of the school, or in excess of that agreed, will be classed as unauthorised and may attract sanctions such as Fixed Penalty Notices (FPNs) which can be as much as £80 per parent per child if paid within the time limit allowed. Such costs are enforceable by a court of law. In certain circumstances, parents risk losing their child's place on the school roll if the pupil does not return to school in the agreed return date. Readmissions cannot be guaranteed.

**St Anne's R.C. Primary School, Blackburn**

**Holiday Pattern 2024-2025**

**AUTUMN TERM 2024**

<b>Inset Day 1:</b>	<b>Monday 2<sup>nd</sup> September 2024 (staff only)</b>
<b>Re-open on:</b>	<b>Tuesday 3<sup>rd</sup> September 2024</b>
<b>Mid Term Closure:</b>	<b>Monday 21<sup>st</sup> October – Friday 25<sup>th</sup> October (inclusive)</b>
<b>Re-open on:</b>	<b>Monday 28<sup>th</sup> October 2024</b>
<b>Closure after school on:</b>	<b>Thursday 19<sup>th</sup> December 2024</b>
<b>Number of openings:</b>	<b>73</b>

**SPRING TERM 2024**

<b>Inset Day 2:</b>	<b>Monday 6<sup>th</sup> January 2025 (staff only)</b>
<b>Re-open on:</b>	<b>Tuesday 7<sup>th</sup> January 2025</b>
<b>Mid Term Closure:</b>	<b>Monday 17<sup>th</sup> February – Friday 21<sup>st</sup> February (inclusive)</b>
<b>Closure after school on:</b>	<b>Friday 11<sup>th</sup> April 2025</b>
<b>Number of openings:</b>	<b>64</b>

**SUMMER TERM 2025**

<b>Re-open on:</b>	<b>Monday 28<sup>th</sup> April 2025</b>
<b>May Day Closure:</b>	<b>Monday 5<sup>th</sup> May 2025</b>
<b>Mid-Term Closure:</b>	<b>Monday 26<sup>th</sup> May – Friday 30<sup>th</sup> May (inclusive)</b>
<b>Inset Day 3:</b>	<b>Monday 2<sup>nd</sup> June 2025 (staff only)</b>
<b>Re-open on:</b>	<b>Tuesday 3<sup>rd</sup> June 2024</b>
<b>Closure after school on:</b>	<b>Friday 18<sup>th</sup> July 2025</b>
<b>Inset Day 4:</b>	<b>Monday 21<sup>st</sup> July 2025 (staff only)</b>
<b>Inset Day 5:</b>	<b>Tuesday 22<sup>nd</sup> July 2025 (staff only)</b>
<b>Number of openings:</b>	<b>53</b>

**TOTAL NUMBER OF OPENINGS 190 + 5 INSET DAYS**

**\* Inset days to be taken elsewhere in the school calendar as Twilights after school**



## **THE STRUCTURE OF THE SCHOOL DAY**

Each year the total number of days that the children are in school is 190.

**Autumn Term** – September to December

**Spring Term** – January to Easter

**Summer Term** – Easter to July

In addition to the 190 teaching days the staff has 5 training days, known as INSET days. Since the education of your child is vital at this stage in their life we would urge that no family holidays be taken during term times. Any schooling missed is difficult to make up.

The morning session begins at 8.45 a.m. and lasts until 12.00 noon for Reception and KS1 and 12.15 p.m. for KS2.

The afternoon session for all classes is from 1.15 p.m. to 3.15 p.m.

The morning Nursery session is from 8:45 a.m. to 11:45 a.m. and the afternoon session runs from 12.15 p.m. to 3.15 p.m.

## **GOVERNORS OF ST. ANNE'S R.C. PRIMARY SCHOOL**

### **FOUNDATION GOVERNORS**

Rev. Fr. James McCartney  
Mr. Tony Cross  
Mr. Mike Neild  
Mrs. Marta Janeczek  
Mr. Ian Simm  
Mrs. Joanne Hollinshead

### **LEA GOVERNOR**

Mrs. Barbara Cumberland

### **HEADTEACHER GOVERNOR**

Mr. Adam Pierce

### **PARENT GOVERNORS**

Mr. Dmitrijs Leonovics  
Vacancy

### **STAFF GOVERNOR**

Mrs. Joanne Hollinshead

### **CLERK TO THE GOVERNORS**

Ms Firoza Hafeji

### **PRINCIPAL GOVERNORS' SUPPORT OFFICER**

Mr. Andrew Hutchinson

## Staffing List September 2024

<b>Acting Headteacher</b>	Mr. Adam Pierce
<b>School Business Manager School Business Support Administrative Assistant</b>	Mrs. Rachel Hardisty Miss Charlotte Fitzpatrick Miss Ruth Lord
<b>EYFS</b>	Miss Beth Margison: <b>EYFS Phase Lead - SENCO</b> Miss Leanne Redmond Miss Mia Ivinson
<b>Year 1</b>	Miss Chloe Reid Mrs. Yasmin Dalal
<b>Year 2</b>	Mrs. Fran Aughton Miss Nicola Brindle
<b>Year 3</b>	Miss Ellis Lee: <b>KS1 Phase Lead</b> Mrs. Charlotte Carus (shared with Y4)
<b>Year 4</b>	Mrs. Madiyah Hussain Mrs. Charlotte Carus (shared with Y3)
<b>Year 5</b>	Mr. Jack Tindall Miss Rachel Moorcroft (shared with Y6)
<b>Year 6</b>	Mr. Stuart Beaumont: <b>KS2 Phase</b> Miss Rachel Moorcroft (shared with Y5)
<b>PPA Teacher</b>	Mr. Shaun Dunn (3 days)
<b>SSA's</b>	Miss Ela Ruminska (Year 1) Mrs. Alison Winser (Year 1) Mrs. Janet Turner (Year 1) Miss Faye Coghlan (Year 1) Mrs. Marie Lord (Year 3) Mrs Tahera Dhanchora (Year 3) Mrs. Jacqui Buckley (Year 4) Miss Gemma Winser (Year 4) Miss Jodie Smith (Year 5) Mrs. Asiya Kalokhe (Year 5) Mrs. Joanne Hollinshead (Year 6am/Intervention pm) Mrs. Habeeba Akhter (Interventions)
<b>SEMH Lead Sports Coach &amp; Fri pm) Site Supervisor Cleaning Staff</b>	Miss Gill Adsett Mr. Rob Svarc (Monday all day / Tues, Weds, Thurs Mr. Carl Wainwright Miss Ela Ruminska and Mrs. Heidi Waldron

## **MEDICAL HISTORY AND SICK CHILDREN**

You will be asked to complete a Pupil Information Sheet when your child starts school. In case of emergency this will be used to contact you, so it is very important that you keep it up-to-date. If you need to advise us of any changes, please contact the office immediately.

It is vitally important that we should be informed of any medical conditions which may give rise to difficulties in school. For example: diabetes, epilepsy, heart disorder, rare blood groups, asthma, food allergies, etc. You will also be asked to provide medical evidence to confirm any medical conditions.

Although we try to keep sick children as comfortable as we possibly can, there is no quiet place for them to rest in school. Parents are contacted if a child needs their care and we will look after them until you arrive to take them home. Minor injuries are dealt with by a member of staff, but if a child suffers a more serious accident the parents are contacted immediately. If parents cannot be contacted immediately the Headteacher or another member of staff will take the child to the hospital for treatment.

If your child has been sick or has had a bout of diarrhoea it is essential that he/she does not return to school until at least 48 hours after the last incidence of vomiting or diarrhoea.

### **MEDICINES**

Please note that teachers are not legally compelled to administer any medication to children, whether prescribed by a doctor, or bought privately because of the risks involved and the possible legal consequences. If your child requires medicine during the school day we would prefer it if parents came into school to administer it. However, it is school policy, whenever possible, to assist children and parents by administering medicines in school time if a Medication Policy form has been completed and handed to the Headteacher. No medicines of any kind should be sent to school with a child- they should all be sent into school via the school office. This includes asthma inhalers, epi-pens etc. These will then be stored where the child and staff know where they can be accessed.

If a child is suffering from an infection that can be passed onto others, it is better to keep them at home until the course of medication is completed.

### **NO TABLETS OR MEDICINES ARE TO BE KEPT IN THE CHILD'S POSSESSION**

This rule does not apply to the medication needed by children who suffer from complaints such as diabetes or asthma. A care plan will be in place and the child and relevant staff will know where the medication is stored and how it can be accessed.

## **TABLE OF INFECTIOUS DISEASES**

If your child has an infectious disease please notify the school and keep him / her at home.

<b><u>Disease</u></b>	<b><u>Normal Incubation of Disease. Period (Days)</u></b>
Chickenpox	11 - 21
German Measles	14 - 41
Infective Jaundice	15 - 50 commonly 28
Measles	10 - 15
Mumps	12 - 26
Whooping Cough	7 – 10

### **HEAD LICE**

Unfortunately, head lice are a problem for all schools, especially primary schools where it can spread quickly as children of this age play closely together.

If staff notice that a child has head lice, parents will be notified discreetly and an anonymous alert will be sent out to the parents of that class.

If you suspect that your child has head lice we advise that you keep your child at home until the hair has been treated and is free from any lice or eggs.

We would ask for your support in this matter and rest assured that the school will do its utmost to keep on top of the problem.

### **HEALTH OF YOUR CHILD**

During the school life of your child, regular health checks will be carried out by the School Nurse.

Parents will be informed of the time and date of any health check their child is about to undergo, and will have the opportunity to discuss any problems that their child may have with the visiting health personnel.

The School Nurse and Health Visitor can be contacted on 01254 585000.

### **AFTER SCHOOL CLUBS (run at different times of year)**

Football, Netball, Multi-Sports, Dodgeball Cricket, Athletics, Gymnastics, Computers, Art, Choir, Dance are just some of the clubs that we intend to put on during the course of the next academic year. We are very fortunate to have secured the services of “Coach Rob” Svarc who carries out PE sessions on one morning and four afternoons per week and provides after school sessions also.

### **BREAKFAST CLUB AND WRAP AROUND CARE**

In addition to the wealth of sporting activities provided by Coach Rob, wrap around care is also provided for children in the form of a Breakfast Club which takes place in the hall daily from 8 a.m. each day. The cost is just £2 per child per day and breakfast is provided within the session.

After-school club is held in the ICT Suite every day also. This is for children who may not wish to participate in the sporting activities provided by Coach Rob. Again the cost is just £1.50 per session per child and this after-school club lasts from 3:30 p.m. to 4:30 p.m on Monday – Thursday and until 4:15 p.m on Friday.

### **CHILD PROTECTION**

Where staff have concerns about the safeguarding of a pupil within the school, we will follow the clear “**CHILD PROTECTION PROCEDURES**” as agreed in accordance with L.E.A. guidelines.

**Designated Safeguarding Lead** – Mr Adam Pierce

**Deputy Designated Safeguarding Lead** – Mr Stuart Beaumont & Miss Ellis Lee

**SEMH Lead** – Miss Gill Adsett

**Designated Governor** – Mrs Barbara Cumberland

### **PARENTAL CONSENT FOR PHOTOGRAPHIC OR VIDEO IMAGES**

During the course of the year we regularly take photographs of the children taking part in the various activities we offer, as evidence for bodies such as Ofsted. We are now required to receive parental consent for any photographic or video images of the children in our care. Your consent will be requested once for your children to be included in any such images and this consent will be used for the child’s entire school career at St. Anne’s. Therefore, should you wish to change your consents at any time, you must contact the school office.

### **RESPONSIBLE INTERNET USE**

As part of your child’s curriculum and development of Computing skills, St. Anne’s R.C. Primary School is providing supervised access to the Internet. We believe that the use of the World Wide Web and e-mail is worthwhile and is an essential skill for children as they grow up in the modern world.

Our school Internet provider operates a filtering system that restricts access to inappropriate materials.

Pupils and parents are asked to agree to, and sign the Responsible Internet Rules and Responsibility on admission to the school, allowing your child to access the Internet etc. under the supervision of the school. This permission will be requested once during your child’s stay in school.



## **FINANCE**

The Governing Body recognises its responsibilities for all public funds in its charge and will seek to maintain proper accountability and control over the expenditures of said fund.

The Finance Committee, made up of the Headteacher and members of the Governing Body, will present the draft budget annually for the approval of the Governing Body.

The management of the approved budget will then be delegated to the Finance Committee with the Headteacher responsible for internal organisation and administration of the budget within the school.

In order to establish proper accountability and control over the funds in its charge the Governing Body has approved certain internal financial regulations for St. Anne's R. C. Primary School. Copies of said regulation can be obtained from the Headteacher.

## **HEALTH AND SAFETY POLICY**

The governors of St. Anne's School recognises that under the Education Reform Act 1988 they have new powers and duties in controlling school premises, including health and safety responsibilities towards staff, pupils and visitors.

They will take all reasonably practicable steps within their power to fulfil their responsibility.

The school will operate within the structure and framework of the Education Authority's "Health and Safety" policy. The school will abide by any instruction or advice given by Blackburn with Darwen Borough Council.

It will be the duty and responsibility of the Headteacher to carry out the policies agreed and monitored by Blackburn with Darwen Borough Council and the governing body. It will also be the duty of the Headteacher to inform all staff of all health and safety requirements and to keep informed of all new developments in health and safety and to monitor implementation of the arrangements.

The Premises Committee of the governing body carries out a bi-annual direct inspection and risk assessment of the school premises.

## **PARKING**

Parking spaces are very limited unfortunately due to being a school situated within Blackburn town centre. In the interests of safety please do not to park on the yellow lines next to the school.

Traffic wardens operate regularly around school. We do however have an agreement with the Local Authority to allow parents to park 5 minutes either side of dropping off and collecting times for free on the pay and display areas around the school if a school compliments slip is displayed.

## **LUNCHTIMES IN SCHOOL**

### **FOOD AND DRINKS POLICY**

At St. Anne's R.C. Primary School we aim to ensure that staff, pupils and their families receive accurate consistent messages on healthy eating and the importance of a balanced diet.

### **SCHOOL MEALS**

School meals are freshly prepared and cooked daily on the school premises and provide an extremely balanced diet. Menus are available in advance from school to enable both children and parents to see what is on offer. Prepared packed lunches are also available.

The cost is currently £2.50 per day, £12.50 per week. Payment is due in advance of the week and must be paid via the app or cash into the office.

### **FREE MEALS**

If you think your child may be entitled to free school meals, you can apply at <https://www.blackburn.gov.uk/schools-and-education/school-meals>. If you need help in completing the online application please speak to a member of staff in the office who will be able to assist. All information is kept strictly private and confidential.

### **PACKED LUNCHES**

Provision in the dining hall is available for children to eat a packed lunch. The School Meals Service also requires that all waste from packed lunches is taken home, this is because they do not provide facilities to dispose of such waste. It also allows you to see what your child is eating or leaving. Please ensure that your child's lunchbox is clearly marked with his/her name and does not contain any sharp instruments or glass containers, which may cause injury.

### **MILK**

Milk is provided for children up to the end of Year 2. This is charged at £6.00 per term once your child turns 5.

### **SNACKS**

Foundation Stage and KS1 children receive a piece of fruit each day. All KS2 children are allowed to bring a small healthy snack to school for break time. We also discourage children from bringing in chocolate and sweets for birthdays as this presents mixed messages and is difficult to manage with a variety of dietary requirements among pupils. If such treats are sent into school we prefer them only be given out at the end of the school day, so that parents are then making the choice for their own child.

## SCHOOL UNIFORM

All uniform is available from Whittakers, The Pavilions, Church Street, Blackburn.

PLEASE ENSURE THAT ALL ITEMS OF UNIFORM ARE CLEARLY MARKED WITH YOUR CHILD'S NAME

Light Blue polo shirt with school logo  
Royal Blue sweatshirt with school logo  
Grey trousers, shorts, skirt or pinafore dress  
Grey or white socks or tights  
Blue & White checked dress for summer



## NURSERY

Light blue sweatshirt with nursery logo  
Light blue shirt with nursery logo  
Grey trousers, shorts, skirt or pinafore dress  
Grey or white socks or tights  
Blue & White checked dress for summer



## P.E. Kit

Children in Reception-Y6 require a PE kit. All parts of the kit need to be named, as does their kit bag. Please ensure that your child has their P.E. kit in school every day as sometimes their P.E. session may change.



**Jewellery:**

Children may wear a small, simple watch. (If a digital watch is causing distraction, staff will ask a child to remove it.)

One pair of plain stud earrings may be worn in the lower lobe of the ear. No earrings may be worn for PE- if a child cannot remove and replace their own earrings, they must not be worn on a day that a child has a P.E. lesson. Please only take children for ear piercing at the start of the six-week Summer holidays so that ears have time to heal. If a child has their ears pierced during school time, they would have to miss six weeks of P.E. as we do not permit children to do P.E. with plasters covering earrings. No other jewellery of any sort is permitted. If children attend school wearing jewellery, the jewellery will be removed and parents will be required to collect it from the school office. Any requests to wear jewellery based on religious beliefs must be discussed with the Headteacher.

**Presentation:**

Make-up, nail polish, false tan, false lashes and any form of false fingernails are not permitted. Hairstyles that are extreme in terms of cut or colour are not permitted in school. Pupils with hair longer than shoulder length must tie their hair back.

**Bags:**

Children should only bring book bags to school- no rucksacks or back packs. The hooks and trolleys in school are not big enough to hold these and as such they end up on the floor which causes a trip hazard. Exceptions are made for children on the day they go swimming, children for whom we know bring medical equipment and for Nursery children who may require a change of clothes. Y6 will also be permitted to bring rucksacks from January onwards so that they can take revision packs to and from school. Please ensure all bags, including book bags are named. PE kits should be in PE bags, not large bags. Please ensure that names are on PE bags.

Please send packed lunches in lunchboxes, not large bags.

School cannot be held responsible for lost items; children need to be encouraged to take responsibility for their own belongings.

**Non-Uniform Days**

We regularly hold non-uniform and theme-based dressing up days. Whilst we want these to be fun and memorable occasions, we ask that parents ensure that in these special days, children are still dressed in a way that will keep them safe, including when playing out. The following is not allowed, even as part of a costume: short skirts/ shorts, high heeled shoes, tops that show the child's midriff (stomach area).

### **SCHOOL COUNCIL**

Our children from Year 1 to Year 6 elect representatives for the School Council which meets regularly. Two Year 6 children are also elected to represent pupil voice in Reception class. They put forward their views to the Head Teacher and Governors many of which have been acted upon; these have included changes to the school building and playground and activities in school.

### **FAITH COUNCIL**

Our children from Year 3 to Year 6 elect representatives for the Faith Council who meet regularly. These children consider how the Faith life of the school can be developed further and link up with other children who are members of the Faith Council within their own settings.

### **TRANSFER TO SECONDARY EDUCATION**

The governors are pleased to be part of a diocesan wide network of schooling and education set up for the benefit of the children in our diocese. Here in Blackburn the diocese has provided two High Schools for the on-going education of the children in the primary sector. Accordingly, the governors have approved the following Policy Statement on Transfer to Secondary Education: "We recognise that the school is an integral part of the parish of St. Anne's and has responsibilities towards the wider communities of Blackburn and the Salford Diocese."

St. Anne's is a feeder school to local Catholic High Schools and we have developed close links. However, if parents choose to send their children to another secondary school we will, of course, liaise with that school to help ensure a smooth transition for any child.

### **SNOW ROUTINE AND SEVERE WEATHER CONDITIONS**

- If you are doubtful whether school will be open please listen to Radio Lancashire in the morning and, if school is closed, we will try to have it announced.
- We will also inform parents of school closures via the school Facebook page and the school's text messaging service.
- If the weather is very bad at the beginning of the day but school is still open, it would be wise for parents of children in outlying districts to keep them at home.
- If the weather deteriorates during the day and you are worried about your child, please ring school to find out about arrangements. Early collection of children, by parents, in such circumstances is advisable.
- Should school close early, no child will be allowed home alone without parental consent or collection by a suitable escort.

Looking after the children in extreme conditions is usually a matter of common sense and you can be sure that we always have your child's safety in mind when decisions are made.



## **HOME SCHOOL AGREEMENT**

### **Together We Will**

- Support the child and help achieve a complete education with a Catholic environment of Faith and Love.
- Build upon the spirit of confidence and mutual respect, within the school.
- Encourage the child to keep the rules of the school.
- Implement any special needs, which may be required to enable the child to succeed happily in their learning.
- Recognise the school as an integral part of the Parish of St. Anne's and the wider community.

### **The Family Will Try To**

- Make sure their child is punctual, attends school regularly and notify school as soon as possible on the day of absence.
- Ensure their child's welfare by informing of any health/hygiene, medical requirements and any relevant family problems that might affect their child's work or behaviour.
- Attend open/parent evenings to discuss their child's progress.
- Avoid booking family holidays during term time as this can cause unnecessary distress to children.
- Share stories regularly, participate in the "Home Reading Scheme" and encourage their child to join a library.
- Support their child's homework and other opportunities for home reading.

### **The School Will Endeavour To**

- Provide a broad and balanced curriculum to meet the needs of your child.
- Meet its published targets in English and Mathematics.
- Implement the schools homework policy and other opportunities for home learning.
- Provide a safe and happy environment in which your child, with encouragement can achieve their full potential.
- Be welcoming and provide opportunities for you to be involved in the daily life of the school.
- Arrange open/parents evenings to discuss all aspects of the child's learning.
- Keep parents informed about school activities through regular newsletters.
- Provide copies of the school profile for the previous year on request

### **The Child Will**

- Work sensibly and quietly in class and try his/her best at all times.
- Be polite and helpful to all the staff, other children and visitors to the school.
- Take care of the school.
- Be kind to each other by not bullying, teasing or calling names.

## **HOMEWORK**

School has recently streamlined systems for homework across the school. In Reception class, children will receive homework activities that encourage parents, carers and their children to talk about certain aspects of learning. They will also receive reading books which are regularly changed. In the main school, all children are expected to carry out reading homework, learn spellings and times tables as set age appropriately whilst each child will receive a Numbots/TTRS (Years 1-6) log in to carry out learning through online learning platforms. Any children who have limited access to the internet at home can be provided with online access within our nightly after-schools club provision. We really want to develop a love for reading with our children and ask that you prioritise reading at home. Children in KS1 (Year 1 & 2) will also be given a Reading Eggs login to support with early reading.

## **STARTING SCHOOL** (for children starting Foundation Stage in September)

Please talk to your child frequently about starting at St. Anne's School between now and September. Help them by practising with them the skills, which will enable them to become more independent:

- Good manners and behaviour
- Toilet training
- Dressing
- Use of cutlery
- Communication skills
- Listening skills
- Respect for books and property
- How to recognise his/her own name
- How to take care of his/her own belongings

## **INITIAL VISITS**

Before the children begin school, they will be given the opportunity to spend some time in school in order for them to become familiar with their surroundings.

Parents are also invited to visit school for one evening during the term prior to the children starting school. During this visit parents will attend an induction session run by the Reception teacher, and will have the opportunity to meet staff, view areas of the school where the children will be using in various curriculum areas. A "Foundation Stage" pack is distributed to parents at this meeting. This contains a variety of information to help to make starting school easier for the children.