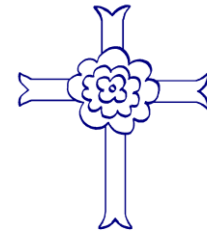




Fully valuing everyone
in the love of Jesus

St Theresa's Catholic Primary School

Kipling Road
Blacon
Chester
CH1 5UU



Telephone: 01244 470860

Headteacher: Mrs N Kirkman

Caring and Learning Together.

Dear Parents, Carers and Families,

Thank you for choosing to consider St. Theresa's School for your child. We are very aware of the trust you place in us when you choose us for the care and education of your son or daughter. We very much want to be an extension of your family for your child and hope that you will quickly feel part of the community of St. Theresa's staff, families and friends.

At St. Theresa's we aim to work together to create a happy, purposeful and caring atmosphere in which children can grow and develop fully as young people. We want them to fulfill their true potential in all areas.

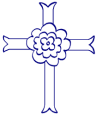
We hope that you will see your child's education and development as a partnership that we can share in together.

This prospectus has been compiled to provide you with the information you need as your child joins us at school. However, please contact me if there is anything which is not covered or that you have a question about, we will be happy to help in any way we can.

We look forward to welcoming your child to school and getting to know you well in the future.

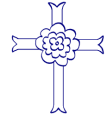
Yours sincerely,

N. Kirkman.



St. Theresa's Catholic Primary School

Fully Valuing Everyone in the Love of Jesus



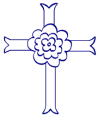
Getting Ready for School

We are fortunate in having a Nursery Class at St. Theresa's which means that the children are well prepared to begin their full time education.

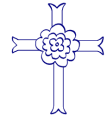
Starting school is a big event in the life of your child. It is the start of a whole world of new experiences, new people to meet and new things to learn. Children spend quite a large part of their life at school and we want them to be happy while they are with us. We offer them many ways to learn and develop physically and academically. We want learning to be fun, exciting and interesting. Children at St. Theresa's Nursery make great progress due to our carefully planned child-centered activities and the care we take to get to know each child individually.

It is the teacher's task to help your child make the change from home to school as smooth as possible. But there are many things that you can do with your child before the 'first day' at school, to help him / her adjust to this new world, and to get the most out of all the new learning experiences. Before young children start at school the following ideas will help them settle with their new friends quickly and happily:

- Help your child to play happily with other children.
- When you are out shopping, at home, visiting friends etc. talk to your child, encourage questions and clear speech, and be prepared to listen.
- Children need help to recognise their own printed name. In school we use the lowercase letters when writing e.g. Jonathan Brown (not all capitals).
- Clearly mark all uniform so your child can recognise it.
- Visit your local library often, read to your child, tell stories and recite nursery rhymes. This all helps to develop a love of books and reading. Hear your child as they grow older and share books together
- Encourage your child to eat properly using a knife, fork and spoon.
- At home a child is secure and happy. To be equally secure and happy in school your child must be a little independent and feel he/she can cope without you there.
- Help your child to be independent in getting dressed.
- Make sure your child has enough sleep - school can be very tiring.
- If you or your child have any worries about school please come and speak to any of our caring teaching and support staff.



St. Theresa's Catholic Primary School
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Helping children at home as they grow up

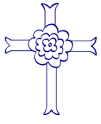
As a Parent or Carer you are your child's first educator. Your child learns manners and discipline at home before they begin at school. You also help your child with reading, homework and other skills. It is helpful if your child learns to tell the time using a digital and an analogue clock or watch when they are beginning to become aware of time. Practicing managing small amounts of money to buy magazines or other purchases helps children develop mathematically. Recognising the value of different coins will be helpful to your child as he or she matures. Skills such as tying shoe laces, doing up buckles, buttons, zips and toggles are all examples of activities that children need to practice and develop within the family as well as at school. Please help your child to learn to do these things as they mature. Your child will develop independence and confidence as he or she learns new skills and talents.

Practice writing for real reasons such as thank you letters after birthdays and writing Christmas cards. Always encourage your child to write well and give them space and time to do these things to the best of their ability. This also applies to the children's homework activities which will be set by their class teacher. Colouring activities help to develop patience, care with presentation and pencil control.

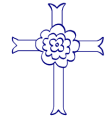
Playing games with your child that involve counting, logic and development of speech and language skills will also be of benefit to their learning. If you need ideas of the sorts of games and activities you could share with your child please ask your child's class teacher or our school learning mentor.

We very much want to be partners with you in your child's learning and education. Please talk to us if you feel there are any incidents or activities in the home that you feel may affect your child's ability to make good progress in school. We want to be able offer the children the support and understanding they need whilst they are in our care.

St. Theresa's school is a kind and welcoming learning environment where we aim to help every child thrive, develop confidence and talents and enjoy their school days. We are delighted to welcome every child to our inclusive and caring environment. We look forward to getting to know you very well in the near future if you are new to our school family and of course it will be a pleasure to welcome your son or daughter to our school very soon.

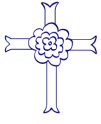


St. Theresa's Catholic Primary School
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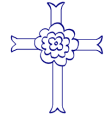


General Information

School	St. Theresa's Catholic Primary School 4 - 11 year olds Nursery 3 - 4 year olds
Address	Kipling Road Blacon Chester CH1 5UU
Telephone	01244 470860
Email	admin@st-theresas.cheshire.sch.uk
Headteacher	Mrs N Kirkman
Deputy Headteacher	Mrs A. McConnell
Chair of Governors	Mr B Larkin
Governors	Mrs J Walsh Mrs N Kirkman (Headteacher) Mrs T Safina Mrs L Martin Mr S Baker (Vice Chair) Fr W Damah Mrs G Morton (Parent Governor) Mrs E Swarbrick (Parent Governor) Mrs J Griffiths (Staff Governor)



St. Theresa's Catholic Primary School
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Staff

Teachers

Mrs N Barnes
Mrs Bowen
Mrs H Butler
Mrs J Evens
Mrs A McConnell
Mrs C Rhodes
Mrs J Roberts
Mrs N Shaw
Miss A Walsh

Teaching Assistants

Mrs S Andres
Miss L Carrington
Mrs A Cuddihy
Mrs C Edwards
Mrs L Gibbs
Mrs J Griffiths
Mrs D Hill
Miss L Johnson
Mrs E Piercy
Mrs D Spruce
Mrs G Vine

Learning Mentor

Mrs A Ellis

Office Staff

Mrs S Simcott
Mrs M Oldfield

Bursar
Data & Admin Assistant

Site Manager

Mr K Potts

Caretaker

Mr I Webster

Cleaners

Miss M Scanlon
Mrs C Kidd

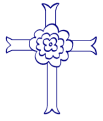
Mid-Day Assistants

Mrs P Owens
Miss C Carline

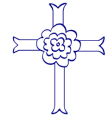
Kitchen Staff

Mrs D Piercy
Mrs J Davies

Cook
Kitchen Assistant



St. Theresa's Catholic Primary School
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Mission Statement of St. Theresa's

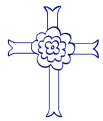
In St. Theresa's we fully value everyone, in the love of Jesus, encouraging them to feel confident, happy and secure in work and play.

We aim to prepare our children for life -

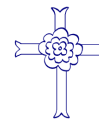
- By teaching children to care and be considerate, to be tolerant and respectful of others, so enabling them to grow and be responsible within the community.
- By giving them reasons for hoping and living, through our teaching of the Catholic Faith.
- By being a place of learning and development, discipline and organisation, working closely with parents, carers and family members and keeping them well informed.
- By giving them a well balanced education, based on an individual child's needs and meeting the National Curriculum requirements.

St. Theresa's Core Professional Purpose Statement

Caring and Learning Together



St. Theresa's Catholic Primary School **Fully Valuing Everyone in the Love of Jesus**



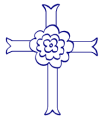
Welcome

St. Theresa's school is situated in Blacon and is part of St. Theresa's Parish in the Diocese of Shrewsbury.

St. Theresa's Infant School and Mount Carmel Junior School were amalgamated in September 1991. On December 3rd 1993 the Infants and Nursery moved from Blacon Point Road to Kipling Road. This is when St. Theresa's Catholic Primary School was created. Since then the school has had a number of improvements and extensions to create the well designed and attractive school that we have today.

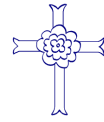
As a Catholic School we offer a learning community which has kindness and care for one another at its heart. We provide spiritual and moral support and guidance according to the teaching of the Catholic Church. We are concerned with developing the whole child, to enable him/her to reach his/her potential, by providing many varied experiences. We want our children to develop fully and be able to make a positive contribution to society with the understanding, knowledge and skills relevant to adult life and employment. We encourage a sense of community and nurture the individuals developing self-esteem and self-confidence. We value each child and the gifts that each brings to our school.

This prospectus has been designed to provide you with practical information about our school and what we strive to achieve. Our education is based on the teaching of Christ, which values the qualities of faith, love, understanding and self-discipline. We foster in the children a sense of respect for themselves and for others. Together we can enable your child to reach their full potential in a safe, caring and stimulating environment.



St. Theresa's Catholic Primary School

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Pastoral Care and Discipline

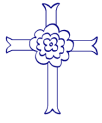
At St. Theresa's school we offer a happy, caring learning atmosphere in which children's needs and interests are prioritised. There is a culture of mutual respect amongst all who come to work and learn in our school. Visitors often remark on the kind, caring, calm environment we have. We work with families to support children who need additional support to feel settled and secure.

Good work and good behaviour are promoted and praised every day in our school. We have a policy of Positive Discipline aimed at encouraging, recognising and rewarding good behaviour, whilst providing alternatives and consequences for inappropriate behaviour. Rewards and consequences are agreed. These are different in the Foundation Stage, Key Stage 1 and Key Stage 2 departments.

There is a code of conduct, the basis of which the children have devised. This is central to the ethos of the school and forms part of the Behaviour Policy. The children are given many opportunities to accept responsibility and contribute to the life and work of the school.

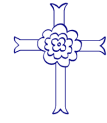
Good work and good behaviour are emphasised. Parents are informed if a child's behaviour causes concern. The positive side of discipline is stressed in an atmosphere of co-operation between children, teachers and parents. When children have behaved inappropriately or not completed homework they are required to give up some of their own time, usually at lunchtime to reflect on the consequences of their actions and to make amends if necessary, for example, writing a letter of apology or talking about how to act differently in a similar situation in the future.

Our Behaviour and Discipline Policy aims to help the children to become responsible for their own behaviour and to improve it. Good links between home and school are essential for the development and welfare of each child. In a Primary School the first responsibility for pastoral care is with the class teacher because s/he knows the pupils well. If a child is having personal difficulties the teacher will try to help the child to find a solution. More serious problems may involve the guidance of the Deputy Headteacher or Headteacher. We will always share matters of concern with you in line with current guidelines.



St. Theresa's Catholic Primary School

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Admissions

St Theresa's Catholic Primary School is a Catholic Primary School under the trusteeship of the Diocese of Shrewsbury. It is maintained by Cheshire West and Chester Authority. As a Voluntary Aided School, the Governing Body is the Admissions Authority and is responsible for taking decisions on applications for admissions. The co-ordination of admissions arrangements is undertaken by the Local Authority. For the school's year commencing September 2021, the Governing Body has set its admissions number at 30.

ADMISSIONS TO THE SCHOOL will be made by the Governing Body. All preferences listed on the Local Authority Preference Form will be considered on an equal basis with the following set of **ADMISSIONS CRITERIA** forming a priority order where there are more applications for admissions than the school has places available.

1. Catholic looked after and previously looked after children. (see notes 2&3)
2. Catholic children who are resident in the parish of St Theresa's. (see notes 3&11)
3. Catholic children who are resident in the parish(es) of St Francis, St Columba's, St Werburgh's and St Clares for whom **St Theresa's** is the nearest Catholic school. (see notes 3&11)
4. Other Catholic children. (see note 3)
5. Other looked after and previously looked after children. (see note 2)
6. Any other children.

Within each of the categories listed above, the following provisions will be applied in the following order.

- (i) The attendance of a brother or sister at the school at the time of enrolment will increase the priority of an application within each category so that the application will be placed at the top of the category in which the application is made after children in (1) above (see note 4).

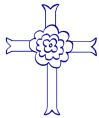
Tie Break

Priority will be given to children living closest to the school determined by the shortest distance. Distances are calculated [on the basis of a straight-line measurement between the front door of the child's home address (including the community entrance to flats) and the main entrance of the school] [using the local authority's computerised measuring system on the following basis (Distances are measured using Ordnance Survey mapping in conjunction with local Land and Property Gazetteer (LLPG) to identify each property and the school. A straight line

measurement in miles is taken from the place of residence to the school to calculate the distance. Those living nearest to the school will have priority). In the event of distances being the same for two or more children where this would determine the last place to be allocated, random allocation will be carried out and supervised by a person independent of the school. All the names will be entered into a hat and the required number of names will be drawn out.

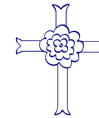
NOTES

- a) All applicants will be considered at the same time and after the closing date for admissions which is in January.
- b) All Catholic applicants will be required to produce baptismal certificates.
- c) It is the duty of governors to comply with class size limits at Key Stage One.
- d) If in any category there are more applications than places available, priority will be given on the basis of distance from home to school. Distance will be measured in a straight line from the front door of the child's home address (including the community entrance to flats) to the main entrance of the school using the Local Authority's computerised measuring system with those living nearer to the school having priority. In the event of distances being the same for 2 or more applicants where this distance would be last place/s to be allocated, a random lottery will be carried out in a public place. All the names will be entered into a hat and the required number of names will be drawn out.
- e) Where a child lives with parents with shared responsibility, each for part of a week, the child's "permanent place of residence" will be determined as the address of the parent who normally has responsibility for the majority of school days in a week.
- f) Sibling is defined as a brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer's partner where the child for whom the school place is sought is living in the same family unit at the same address as that sibling.
- g) A waiting list for children who have not been offered a place will be kept and will be ranked according to the Admission Criteria. Parents will be informed of their child's position on the waiting list which will not be operated for longer than the end of the Autumn Term.
- h) For 'In Year' applications received outside the normal admissions round and if places are available then children qualifying under the published criteria will be admitted. If there are places available but more applicants than places then the published oversubscription criteria will be applied. 'In Year' and late applications will be treated as per the co-ordinated arrangements published by the Local Authority.
- i) If an application for admission has been turned down by the Governing Body, parents can appeal to an Independent Appeals Panel. Parents must be allowed at least ten school days from the date of notification that their application was unsuccessful to submit that appeal. Parents must give reasons for appealing in writing and the decision of the Appeals Panel is binding on the Governors.
- j) The Governing Body reserve the right to withdraw the offer of a school place where false evidence is received in relation to baptism, sibling connections or place of residence.



St. Theresa's Catholic Primary School

Fully Valuing Everyone in the Love of Jesus



The School Day

Nursery

8.45am - 11.45pm - Morning Session
12.00pm - 3.00pm - Afternoon Session

Key Stage 1

8.50am - School Opens
8.50am - 12.15pm - Morning Session
1.15pm - 3.10pm - Afternoon Session

Morning Break - 10.30am - 10.50am
Lunchtime Break - 12.15pm - 1.15pm

Key Stage 2

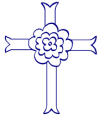
8.50am - School Opens
8.50am - 12.30pm - Morning Session
1.15pm - 3.20pm - Afternoon Session

Morning Break - 10.30am - 10.50am
Lunchtime Break - 12.30 - 1.15pm

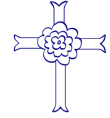
Lunchtime

Children in Foundation Stage 2, Y1 and Y2 are entitled to Universal Free School Meals from September 2014. These meals are a healthy, nutritious and tasty option for busy children at school. There is a choice of meals for all children at school and a menu is sent home regularly so that families can see the options and help children choose the meals they may like to try. Children in Y3 to Y6 can choose to purchase a school meal (From September 2021 these will cost £2.34 per day). Payments for school dinners are made through our Online Payment system, ParentPay.

If you wish to register your child for free school meals please telephone: 0300 123 7039. Some children's families opt for them to bring a packed lunch. The school actively encourages children to eat a healthy meal at lunch time and we do not recommend that children bring crisps, chocolate or sweets as part of their mid-day meal from home. We are grateful to families who help their children to follow this recommendation. We are a nut free school and ask families not to provide their children with any nut products for lunch. *(Please see the important information in this pack regarding Free School Meals and Pupil Premium Funding which your child may be entitled to. This applies to all children in school - FS2 - Y6. Thank you.)*



St. Theresa's Catholic Primary School **Fully Valuing Everyone in the Love of Jesus**



Communication

From September 2019 we have introduced 2 new online systems.

We use our website, School Spider, as our main means of communication with Parents. All parents are encouraged to login and download the School Spider App which will then send a notification to you when we send an email communication out. We use School Spider for booking Parents Evening appointments. We also keep the website up to date with details of all events and term dates etc. www.st-theresas.cheshire.sch.uk

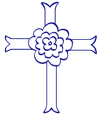
We are a cashless school and use a secure online payment system called ParentPay. Again we encourage you to login in order to make payments for dinner money, FS1 snack money, trips, book places on clubs and any other payments items.

Snacks

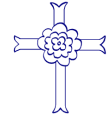
Children may bring a healthy snack such as an apple, banana or breadsticks for their morning break. Sweets, packets of crisps and chocolate are not encouraged. Sweet or fizzy drinks and glass bottles are not allowed at school. We are a nut free school and ask families not to provide their children with any nut products for snack. Grapes must be cut in half length ways. Mrs Piercy our school cook sells healthy snacks at break time from the school kitchen.

Foundation Stage 1 children have snack together and parents are asked for a contribution of £1.25 per week to cover this.

Children have access to fresh, chilled, filtered water and can purchase a water bottle from the school office for £1.00. These should be taken home and washed at the end of each day.



St. Theresa's Catholic Primary School **Fully Valuing Everyone in the Love of Jesus**



School Uniform

In St. Theresa's we encourage our children to have a high standard of personal appearance. In order to maintain the high standard we ask for each families co-operation in ensuring that children attend school in full uniform every day.

School uniform with our logo on can be purchased from Uniformity in Handbridge and you can order online at www.uniformityschools.com .

Please ensure that all school uniform and PE kit is clearly labelled with your child's name.

The Governors have approved the following school uniform:

Navy sweatshirt or cardigan

White polo shirt

Grey trousers or Navy skirt / Navy pinafore

Black school shoes (not training shoes)

Navy and white checked dresses or grey school shorts may be worn during the Summer Term.

PE

Every child must have a red t-shirt and navy shorts.

Junior children may need something warmer for outdoor games, e.g. a tracksuit.

All children should leave their PE kit in school. Their kit will be sent home when the class teacher thinks it needs washing.

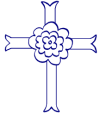
Jewellery

For safety reasons please **do not** send children in to school wearing any jewellery. Where ears are pierced, only small plain stud earrings may be worn with the responsibility for this resting with families of the children wearing them. It is recommend that children do not wear earrings for school on PE days or swimming lessons.

Neck chains and bracelets can be dangerous and are not allowed. Children may wear a wrist watch but should remove this for PE.

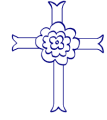
Hair

Children with long hair should have it tied back for school at all times. If a child has a long fringe this should be clipped to one side or a plain head band may be worn so that vision is not obscured during learning / play etc.



St. Theresa's Catholic Primary School

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The Curriculum

Children have access to the full range of subjects in the National Curriculum including Literacy, Mathematics, Science, ICT, History, Geography, Technology, PE, Art and Music. Children learn some of their subjects through a carefully planned topic approach which encourages pupils to make links in their learning and to become independent learners who can research their interests and develop their love of learning with their peers.

Children are taught as a whole class, in groups and individually, according to the needs of the child and the curriculum area being taught.

The main aim of the curriculum at St. Theresa's is to provide a range of broad, balanced and relevant educational activities and activities that meet the individual needs of all our pupils. The curriculum is developed and differentiated by the teaching staff to suit the age, aptitude and ability of each child, using topics and subject based learning.

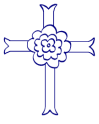
Religious Education

Religious Education is central to the life of the school. We follow 'The Way, The Truth and The Life' RE Syllabus in line with Shrewsbury Diocesan Guidelines. The programme is used from Nursery to Y6. We commit 10% of our teaching time to RE.

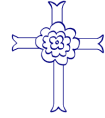
Each day Collective Worship takes place in class with prayers and time for reflection. Children are invited through the Parish to receive the Sacraments of Forgiveness and Holy Communion in Year 3 and above. The children are supported in school through ongoing work in the RE programme.

The whole school community meets for Collective Worship Assemblies on Monday and Friday. All classes take turns in leading Collective Worship. Key Stage 2 classes have Class Masses to which parents and parishioners are invited. We attend Mass regularly at St. Theresa's Parish Church both on Sundays and on special school days throughout the year.

Our Parish Priest comes to school regularly to talk to the children and share in our assemblies. He provides the children with opportunities to receive the Sacrament of Forgiveness during Lent and Advent and at other times during the year on request.



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Information Technology

All classrooms have computers, interactive whiteboards, access to laptops, ipads and access to the internet. We have a large computer suite, which enables all pupils to extend and enrich their IT / Computing Skills

Information and Communication Technology is used in conjunction with subjects across the curriculum to enhance the children's learning.

Sex Education

Sex Education is part of our Personal, Social and Health Education Programme, which is based on the Health for Life programme. Our teachers give positive, factual information to the children, taking in to consideration their age and maturity and the teachings of the Catholic Church.

At the end of KS2, the children are taught about the changes in the body that take place during puberty and reproduction. Parents are informed about this beforehand and given the opportunity to ask for their child to be withdrawn from the lessons.

Our school health advisor supports staff in the delivery of these sessions, working with classes and holding class talks and discussions.

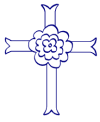
Drugs Education

This is part of our PSHE programme. We have a policy and plan to ensure children are aware of drugs which may help people and those which may damage health.

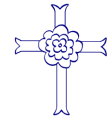
Sport

During school sessions children are taught a variety of skills and team games including netball, cricket, short tennis and rounders. Various aspects of PE (games, dance, and gymnastics) are taught for at least two hours per week.

Swimming is taught to Y4, Y5 and Y6 for approximately 10 sessions each. Parents and carers are asked for a voluntary donation of £2.00 per session towards the cost of the transport.



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The school has strong links with Blacon High School and Chester Catholic High School. Both High Schools organize tournaments, sports days and athletic meets which St Theresa's compete in, often very successfully. The children's football teams play matches with other schools in Blacon and Chester. We also have a netball team and participate in local tournaments. In the summer the school plays Rounders matches and has an Athletics Squad.

All children participate in sports days in the summer term. Classes across the school participate in daily exercise including a daily mile whenever possible.

The school has been accredited with the Schools Games Gold Award which recognises that children receive the appropriate amount of quality teaching in PE.

Special Educational Needs

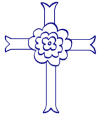
Each child's progress and needs are carefully monitored. Children with Special Educational Needs are fully supported not only by the class teacher but also through intervention programmes and the support they receive from the teaching assistants within school and other outside agencies such as Speech Therapists and Educational Psychologists. Parents are consulted at all times before children are referred to these.

Any child deemed to have difficulties with aspects of learning passes through a staged process of assessment, during which time teachers draw up an Individual Education Plan (I.E.P) that will focus on a particular problem and provide work and support with parents to try to solve it.

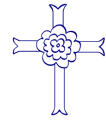
Class teachers discuss the child's needs with parents and the school's SENCO who is Mrs Barnes.

Extra Curricular Activities

We offer a range of extra curricular activities for all children in Years 1 to 6. During the year there will be opportunities to take part in Drama, IT, Football, Homework Club, Art, Crafts, Games, Gardening, Sports, Athletics, Cricket etc. Some clubs are run by outside agencies and may incur a charge. This is normally paid directly to the agency but sometimes we may offer paid clubs through the online payment system ParentPay.



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Visits out of School

To support and enrich the curriculum teachers may take their children for educational visits, e.g. to museums, outdoor education centres, art galleries etc. We may also have visitors to school who can provide special expertise. Some of the cost of these visits is paid for from School Fund or from the school budget from the local education authority.

Parents are no longer obliged to pay for these visits or for materials used by the children. However, if an activity cannot be funded without your voluntary contributions, then this will be made clear at the outset. We now use the online payment system ParentPay so payments for trips and residential overnight stays can be made securely.

Staff take the Y2 children for an overnight stay to the outdoor education centre at Burwardsley and Y4 enjoy an overnight stay at Beeston. Y6 go for 3 days to an outdoor activity centre called the Kingswood Centre in Loggerheads, North Wales.

Children in receipt of PUPIL PREMIUM may be offered a reduction in the cost of some visits. If you think your child may be entitled to Pupil Premium Funding please contact the information department regarding this on: 0300 123 7039.

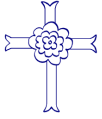
Homework

Homework is considered to be a natural extension of the curriculum and is set to extend and complement the work done in school.

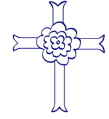
All children take home reading books regularly. It is important to hear your child read. School reading books can be supplemented by visits to the library, books as presents and newspapers for the older children. This will help to foster within our children a love of books from an early age. We rely on parents for the prompt return and care of reading books. Lost or damaged books must be paid for. Our School Library is a good opportunity for children to experience borrowing and looking after books. It is open on a regular basis and all children have school library tickets.

Work sent home for children usually consists of reading, spelling, maths and tasks associated with current class work. It may involve some research for a topic of study in school.

Parent information sheets are sent out at least once a term. On these information sheets you will find relevant details of how to support your child in the forthcoming term.



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Parents

In St. Theresa's we firmly believe that successful education is a partnership between home and school. Children will develop to their full potential if the parents and the school work together. We encourage parents to become involved in their child's education and in the life of the school. Parents are always welcome to the school and their help is greatly appreciated.

Reporting to Parents

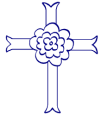
There are two Parent's Evenings during the year, one in the Autumn Term and one in the Spring Term. These meetings are designed for the discussion of children's progress and the necessary steps for future developments. Children are encouraged to attend with their parents to talk about their work. In July parents will receive a written report about their child. This can be discussed with your child's class teacher by appointment.

At the end of KS1 and KS2 progress in the National Curriculum is assessed and reported to parents. In other year groups any teacher assessment results are also reported to parents. Parents have a right to view their child's records and test scores. Pupil's records, assessments and targets are discussed during parent's evenings.

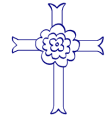
Children in Y1 participate in the Phonics Screening Check and results of these are also reported to parents in the Summer Term.

Children in Year 4 participate in the Mental Arithmetic Tables check also in the Summer Term.

Parents are welcome to come in to school at any time throughout the year, by prior appointment with their child's teacher, to discuss progress or any concerns they may have.



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Attendance/Punctuality

Good attendance and punctuality are essential to the progress of each child and parents are encouraged to ensure that their children do not stay away from school without good reason. The Governing Body strongly discourages any pupils taking leave of absence during school term time.

Under new guidelines schools are unable to authorise absences for holidays unless it is for exceptional circumstances.

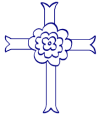
Examples of exceptional circumstances are: Forces Families where a parent is about to be stationed abroad on a tour of duty, the wedding of a parent - when one day may be authorised, Religious Observance.

Absences which are not authorised will be considered by the school & Education Welfare Service and may be subject to a Fixed Penalty Notice Fine. This involves a court appearance and a fine of £60 per parent per child, which increases if not paid within 21 days.

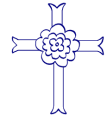
All children should arrive on time for school. It is understood that in exceptional circumstances this may be difficult. However, any persistent lateness will be followed up by the Headteacher and Mrs Ellis, our Learning Mentor. If lateness does not improve then support from social care may be requested. Fixed Penalty Notices can also be issued to families whose children have a number of unexplained or unauthorised absences. This results in a fine of £60 per parent per child. Wherever possible, dentist and doctor's appointments should be made after school. Appointments in school time will need to be supported by appointment cards.

All classes now have targets which they must reach on a weekly basis to reduce lateness and increase attendance within class. Children and classes are rewarded for good attendance to reinforce the importance of coming to school with the pupils. Our school council (made of children from each class) choose the rewards which are given each term.

If your child is not well enough to attend school, please telephone the school office on 01244 470860 before 9am.



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Health, Safety and Pupil Welfare

The school health team are regular visitors to the school. Hearing and eye tests are given, and height and weight measured by the school nurse and dental inspections are carried out from time to time. Flu vaccinations are offered by school health in the Autumn Term. Families are informed when this is planned for children.

The School Health Adviser supports teachers in health education work. Children can be referred if necessary to the school doctor.

We ask you to check your child's hair frequently. This helps prevent an outbreak of head lice. Health authorities recommend regular combing (with a fine toothed comb) with conditioner. Children with long hair should have it tied back to support the avoidance of catching / spreading head lice. If you do notice that your child has caught head lice we will be very grateful if you inform us. We will share the information discretely with other families without sharing any personal details so that everyone can check their child's hair.

We have staff qualified in first aid. In exceptional circumstances staff can administer drugs if a medical drug administration consent form has been completed by the parent. These can be collected from the school office. Please try to arrange for antibiotic doses to be given out of school hours or arrange for an adult to come to school to administer the medicine if possible.

Children with asthma should have their inhalers labelled and give them to staff who will keep them in a safe place. School will only administer certain medicines upon the signing of the school consent form. There is an emergency inhaler in school which we will only administer if your child's inhaler is not in school when it is an emergency and we have your prior permission.

Children who are prescribed medication for ADHD or conditions may have it administered by staff at school once parents have signed a consent form.

Children with Diabetic needs are fully supported to manage their condition in line with their Health Plan which is drawn up by the Diabetic Nurse and in consultation with a child's parents or carers.

Children who need Epipens for allergies will be supported appropriately. All staff will be trained to administer the EpiPen should it be necessary. The school does not allow children to bring nuts as snacks or as part of a packed lunch. The kitchen does not serve products or meals containing nuts. Our Cook will work closely with the family of any child with an allergy to ensure that they can enjoy a cooked meal safely at our school.

All children with medical or other needs are supported by the school as necessary in line with the recommendations that school is given by the Health team who supports the family.

When your child is ill

If a child becomes unwell in school, parents will be contacted by telephone so that he/she can be collected. Please supply school with emergency telephone numbers of friends, family members etc who could be contacted if you are unavailable. **Please remember to inform school if your telephone number changes.**

Medical Information

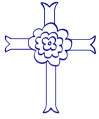
It is important that teachers know of any special medical factors that affect your child e.g. asthma, eczema, glasses, allergies etc.

Assisted Home to School Transport

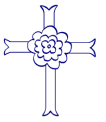
Since 2008 all pupils travelling to The Chester Catholic High School are required to make a contributory payment towards the cost of their transport.

Please refer to the School Transport Policies via their website:

www.cheshirewestandchester.gov.uk/schooltransport for further information and online enquiry forms or call the Schools Services line on 0300 123 7039 option 1.



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School Funds

As our school is a Catholic School all our parents are asked to support the Education of their child by contributing to the building fund. Catholic schools are not fully funded by the Government and because of this we must ask for support from parents who have chosen to send their child to a Church School and not a County School. We are asked by the Bishop to collect a voluntary contribution per child to send to the Diocesan Finance Committee to support the upkeep of our Catholic school. In our school we ask for this voluntary donation at the start of every school year. In 2021/21 we are asking for a donation of £15 per child.

We raise money to help buy library books, equipment and all those extra things that we would otherwise be unable to afford throughout the school year. The school holds various fundraising events to support this. We are always grateful to families in helping to raise funds for school.

We raise money for various charities during the year including The Diocesan Catholic Children's Society, the Children's Mission Society, CAFOD and Operation Christmas Child.

Appointments and Complaints

Most complaints are settled quickly and informally, at school level. Should a complaint arise we will listen carefully to your opinion and feelings on a matter of concern. Where possible, complaints will be dealt with by the class teacher. If you are not satisfied please contact Mrs Kirkman.

Parents wishing to see the Headteacher or one of the teachers usually do so after school. Matters of a serious nature should be addressed to the Headteacher and subsequently by letter to the Governors.

The complaints procedure exists for those parents who also wish to pursue a complaint through more formal channels, please contact school for details of how this can be done if you feel that it is necessary.