

Welcome!



St Mary's Catholic Primary School Evesham



‘Through God’s Love We Will Achieve’

Our Mission Statement on the ethos and values of our school:

Our school recognises all children as unique gifts from God and is committed to developing the whole child founded on the teachings of Christ.

Our Aims:

- To recognise that the Gospel Values of Jesus Christ are at the heart of our whole school community.
- To ensure prayer and worship are living and meaningful experiences, so that each child can grow in their own relationship with God and each other.
- To ensure a Catholic ethos is brought to all our teaching and learning and to provide a full, balanced and rewarding curriculum, which enables all our children to achieve their potential.
- To develop links between home, school, parish and the wider world community, which will enable the Catholic faith to become an important part in the children’s lives.
- Our mission statement, supported by the school’s aims, provides the foundation upon which the faith of our community (both children and adults) is nurtured and developed.

Welcome to St. Mary's Catholic Primary School Class of 2021

Thank you for choosing St. Mary's as the school where your child will spend their primary years; we are looking forward to a long and happy partnership with you. Our school is a warm, loving, Christ-centred community, founded on our school motto of 'Through God's Love We Will Achieve'.

Head Teacher: Miss J C Smith

Assistant Head Teacher: Mrs L Middleditch

School Assistant Administrators: Mrs A Resende and Mrs E Barone

Reception Class Team:

Mrs E Clark	Class Teacher
Mrs C Fitzgerald	Teaching Assistant
Mrs I Dobrowolska	Cover Teacher (planning and preparation time)

THE SCHOOL YEAR 2020/21

TERM	TERM STARTS	HALF TERM Holidays	TERM ENDS	Teacher Education Days: Children NOT in school
AUTUMN	Monday 6 th September 2021	Monday 25 th October to Friday 29 th October 2021	Friday 17 th December 2021	2 nd September 2021 3 rd September 2021 1 st October 2021
SPRING	Wednesday 5 th January 2022	Monday 21 st February to Friday 25 th February 2022	Friday 8 th April 2022	4 th January 2022 1 st April 2022
SUMMER	Monday 25 th April 2022	Monday 30 th May to Friday 3 rd June 2022	Friday 22 nd July 2022	(Bank Holiday) Monday 2 nd May 2022

An A to Z of important information

Allergies

It is essential that **you inform the class teacher** if your child has any allergies so that we can prepare a **care plan** to meet your child's needs. We will collect all relevant allergy information from you but **please keep staff updated of any changes to your child's health.**

Arrival



In the first weeks, the parents of Reception children are welcome to bring their child into the classroom from **8.40am**. The teacher will begin to register the children at 8.55am so please try to leave the classroom by then. Encouraging independence is a key aim in Reception so we hope that children are able to organise themselves and can leave parents at the classroom door as soon as possible. (If Covid Restrictions are still in place in September, your child will be met at the door by either the class teacher or teaching assistant and taken into class)

Assembly

Every Friday, we have a Celebration Assembly to celebrate the children's effort and achievements in all aspects of their school life. This celebration is led by our Head Teacher and school house captains who give out special certificates to the children receiving special recognition each week.



During the year, you will be invited to watch your child's class lead a **Collective**



Worship assembly; this will reflect both the work that they have been doing in their classroom and our mission as a Catholic School. This will be followed by refreshments in class. The date of this assembly will be in our school newsletter during the autumn term.

In addition, there are a number of whole school collective worship assemblies to which you will be invited throughout the year. (If Covid restrictions are still in place these may take place virtually).

Attendance and Punctuality

Attendance at school up to the age of 16 years is a legal requirement. Irregular attendance seriously disrupts continuity of learning, undermines educational progress and can lead to underachievement and low attainment.

School begins at 8.55am. Children should arrive in the playground between 8.45 and 8.55am. Our afternoon session begins at 1pm and ends at 3.15 p.m.

The attendance register is completed at the beginning of each morning and afternoon session by the class teacher and then returned to the school office. **If your child arrives after the classroom doors have closed then you must take them directly to the school office,** where the register will be amended to read 'late'. Please **do not** knock on the Reception class door as this disturbs the children from settling into their daily routine.



If your child arrives after 9.10am and you cannot offer an acceptable reason for their lateness then they will be recorded as an 'unauthorised absence' for that session.

If your child is too ill to come to school, it is essential that you telephone the school **before 9.30am on the first day of absence** to explain the reason for



your child's absence and the day that you expect them to return to school. **Telephone: 01386 446748**



We ask parents and carers to collect their children from outside their classroom door at **3.15 p.m. promptly.** Children can become very distressed if there is no-one there at home time and staff often have

meetings to attend. **If you are delayed for any reason please telephone the school.**

SAFEGUARDING: As a security measure we ask you to please inform the teacher if your child is being collected by somebody else. We will not allow any child to leave with anybody other than their parents unless we have been notified in advance. It is advisable to give a list of anyone who may collect your child to the teacher and if possible introduce them in advance. If you need to telephone the office to inform them of a change to the normal end of day routine, please do so before 2 p.m.



Breakfast and After-School Club

We offer excellent **Wraparound Care**, both before and after school. This is supervised by Mrs Parrott who has worked for the school for many years as Wraparound Care Supervisor and Teaching Assistant.

Before school we offer Breakfast Club and Early Drop Off.

Breakfast Club starts at 7.45am. Breakfast includes a choice of toast, cereal and fruit. Early Drop Off starts at 8.15am. The children have the opportunity to play board games, build with Lego and take part in craft activities.

After School Club offers a childcare solution for those parents who work, or who are not always available to collect at 3.15pm. During the club, the children will play board games, do colouring or crafts, outside play; there will also be the opportunity for the children to do their homework and have an adult to hear them read. The times for this childcare facility are as follows:

Up to 4.30 p.m. including a fruit snack.

Up to 6.00 p.m. including a piece of fruit and a hot and cold light meal.

The cost of our Wraparound Care is very competitive as this is an in house service.

Places are limited to 24 pupils per evening and booking and payment will be via Parentpay.

Places must be booked by Wednesday of the week prior your child's attendance.

For further details about this service please contact the school office.

Catholicism - Our Living Faith

As a Catholic School, we have an active partnership with our Parish Church. Your child will regularly attend Mass in church and we hope that you will share in these celebrations with us.

We are blessed at St Mary's School that our Parish Priest, Father Christopher is committed to the development of the whole community and often visits the children in school. Our church is a friendly place where everyone is made to feel welcome.



Class Dojo

We use **Class Dojo** to send messages and information to parents. This can also be used for parents to send information and messages to the class teacher. More details about this will be discussed during "Meet the Teacher" evening and you will receive a request to join Via

email. Absences MUST be phoned into the school office and NOT given by Class Dojo message to the class teacher.

Coats



Please make sure that these are waterproof and washable! The children do use the outdoor classroom in all weathers including snow and rain. **Plain, dark coloured coats are most practical** (we do have a waterproof coat as part of our optional uniform items).

Please encourage your child to put on and fasten up their own coat. It can save time at playtime and home time. It is most important that their **coats and all other items of clothing are named.** Each child will be allocated a coat peg where they will hang up their coat independently.

Curriculum

In Reception Class, the children's learning is based on the Early Years Foundation Stage Curriculum and their outcome focus are the Early Learning Goals. The areas of learning are:

- Personal, Social and Emotional
- Development, Communication and Language
- Physical Development
- Literacy (Comprehension, Word Reading and Writing)
- Mathematics (Numbers; Numerical Patterns)
- Understanding of the World
- Expressive Arts and Design

During the school year, we hold information events and workshops to explain how this curriculum works and how the children develop key skills for learning.

Curriculum Assessment

The Foundation Stage Profile is a means of tracking your child's development throughout the Foundation Stage in relation to the Early Learning Goals. We will observe your child to find out exactly where they are developmentally and what they are able to do. These observations form part of our normal classroom activities. During the autumn and spring terms, you will be invited to a parents' evening to discuss your child's progress. At the end of the school year your child's progress and achievements will be reported to you.

Fruit



School children aged 4 to 6 years are entitled to a free piece of fruit each school day, which varies according to availability and the season.

Please encourage your child to try the different fruits provided each day.



Good Manners

We actively encourage the use of good manners at St Mary's Catholic Primary School. This means remembering to say please and thank you, holding doors open for others and standing back to allow people to pass. We also expect our children to be polite in the way that they speak to one another and address their friends. Please remember that as your child's first teacher and role model, your child will imitate the examples that are in your home.

Hair

Long hair must be tied back with **plain blue** or **yellow** hairbands or ties. We ask that you refrain from sending your child to school with hair gel or an extreme haircut: this is defined as shaving of a part or the whole of the head.



Headlice



Alas, these appear from time to time, and can, unfortunately, be part of school life. Please check your child's hair at least weekly, using a special comb, for any signs of head lice. **If you do find any eggs at all please treat the whole family.**

If we are all very vigilant it prevents the lice from spreading around the class. Washing hair, applying lots of conditioner and combing thoroughly with a fine-toothed comb and keeping long hair tied back will help. If you do find any signs of headlice, please let us know so we can alert other parents there has been a case of headlice in the class.

Home Learning

The purpose of home learning or homework is to reinforce work that the children have been doing in the classroom and this gives you another opportunity to gain an insight into how we approach learning.

In Reception Class, homework will take the form of:

1. Support of phonics via interactive programmes and completing 'sound books'.
2. Sharing books and reading together.
3. Sharing experiences from home and school



Independence

This is the key to how quickly children make progress in the very early days at school. Right from the very start we encourage the children to be independent.

Please help us by starting this at home. Let your child do as much for themselves as they can by encouraging them to:

- dress themselves in the mornings (you need to leave lots of time for this!)
- tidy away their toys – this is essential in a learning environment
- use the toilet independently
- wash their hands
- fasten up coats and shoes independently
- use a knife and fork for eating



The more independent your child is, the less anxiety there will be for you and your child. It will make it much easier for your child to settle quickly into school life.

Illness

You must keep your child away from school for **24 hours** if they have been **vomiting** and **48 hours** for **diarrhoea**.

In our experience, a child who is feeling slightly under the weather in the morning will often pick up as the day progresses so it is a good idea to send them into school. If they deteriorate throughout the day we will contact you.

School policy allows us to administer prescribed medicines such as antibiotics (where the dosage is more than three times per day). The medicine must be brought to the school office where a form giving details of dosage and permission to administer must be completed by the child's parent or carer.



Children who are **asthmatic must have an inhaler** in school. **These must be named and will be kept in a safe place in the classroom.** Again, a form giving details of the medication must be obtained from the school office and completed by the parent or carer.

We have a number of qualified first aid staff in school. Minor injuries will be dealt with in school but if there is an emergency we will need to contact you immediately.

Please ensure that school has your current address and a telephone number where you can be contacted. The school will notify you by a Dojo Message and a yellow letter if your child receives a head bump in school and we ask that you return the reply slip to school the next day confirming your receipt of these details.



Jewellery

Children with pierced ears are permitted to wear **small studs** if they can remove them themselves for P.E, as staff are not allowed to do this for them. **Jewellery must not be worn for P.E.** We **would recommend that your child wears no jewellery at all for school.** It can be dangerous when worn and is easy to lose when removed. We also discourage the wearing of watches in Reception class.

Lunchtime



You will be aware of the Government's scheme to offer free school meals to every child up to the age of 7 Years. Your child will be offered a wide selection of healthy meals both hot and cold. We encourage you to take advantage of these meals rather than providing a packed lunch from home. The meals are currently provided by Class Catering and prepared at the local middle school.

Lunchtime is from 12pm to 1pm. The children eat their lunches in the school hall where they are fully supervised by lunchtime supervisors. During the autumn and spring terms, they play outside in the small playground supervised by lunchtime staff. In the summer term, they may also go into the larger playground to play on the tyre and log trails if they wish. Again, children in this area are supervised by lunchtime staff.

Milk

Children are offered milk on a daily basis. Children under the age of 5 years old are entitled to free milk. After their 5th birthday there is a small charge, currently 21p per day, if you wish them to continue to receive it. A letter will be sent out each term giving you more details. If your child does not drink milk, please let the class teacher know.



Newsletter

Important information about school life including curriculum and social news, events and dates will be published in our weekly newsletter which can be viewed on our school website. We strongly recommend that you take the time to read this every week so that you are up to date with the exciting things that have taken place or will take place. You will be notified on Class Dojo when this is available to view.



Parents as Partners in Education



Parents and school work together towards the same goal of helping children to achieve their best and develop skills that will help them to succeed both socially and academically as they grow. Research has consistently shown that active parental interest makes a great deal of difference to how well children do at school. We believe that it is important that all parents have opportunities to be involved in their children's learning and education.

Throughout your child's time with us at St Mary's, you will be able to meet and discuss with us both formally and informally, your child's progress in all aspects of their school life. We will encourage good communication between home and school for the benefit of your child.



You will be invited to our 'Meet the Teacher Evening' in September detailing their current curriculum and how you can help your child at home. Please make every effort to attend this event – your presence in school gives positive messages to the children about the value of their education.

If you have any worries or questions please come and talk to us, we are always happy to help and can often quickly reassure you with a quick chat or make a longer appointment if necessary. We will always contact you if we have any concerns about your child.

Parent Consultation Evenings

During the course of the year, you will be given the opportunity to make an appointment to see your child's teacher on a more formal basis. During the first term, you will be able to discuss how they have settled into their new class and subsequent meetings will be to discuss your child's progress. **Please do not wait until Parents' Evening if there is something on your mind – we are always here to help.**



P.E

Children change their clothes for P.E lessons. The children will need their P.E kit every week. Therefore we recommend that it is left in school for each half term and will be returned for washing at the start of each holiday. **Please**

ensure that all items of clothing are labelled including their P.E bag.

(If Covid restrictions are still in place in September the children will come to school in their P.E kit on the day they do P.E)

The school PE kit is:

<ul style="list-style-type: none">▪ Royal blue shorts▪ White t-shirt with school motif or a plain	<ul style="list-style-type: none">▪ Trainers or black pumps (Velcro fasteners recommended)▪ White socks
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round-neck white t-shirt	▪ School tracksuit
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During the **autumn term** the children will only need **royal blue shorts and their white t-shirt** as PE takes place in the school hall during this time.

Readiness for School

Children come to school at different developmental stages and our job is to take them from the stage they have reached. We do not compare them with each other but will compare where each individual is now to where they were when they very first came to school or to our class.

Try not to compare your child with another. They are all individuals and at this early point in their education they will make a great deal of progress in a short space of time.



School Visits

From time to time, the children will visit places in the locality. This will be a part of the topic work we are doing. In order to do this, we may ask you for a 'voluntary contribution'. This covers the cost of travel (where appropriate), entrance and insurance. We ask you to complete a consent form to cover these occasions but **we will always inform you before we take your child off the school premises.**

Toilets



Being able to use the toilet is crucial to a child's early days at school. It is helpful if the children are confident about managing their clothes, wiping their bottoms, washing their hands, and flushing the toilet. In Reception Class, the children use the toilet attached to the classroom.

Toys

Please discourage your child from bringing toys to school. From time to time children may be asked to bring things in from home as part of their topic work to use during class discussion; this is acceptable. Any other items must remain at home.

Occasionally your child may arrive home with a toy or piece of equipment that belongs to school. Please ensure that this is returned to school the following day and explain to your child that it is important that all of the children are able to play with this resource.



Uniform

Uniform is important, it provides an identity and sets the tone of the school; we expect that you and your child will be proud to support this ethos and wear the correct uniform at all times.

	Winter Uniform	Summer Uniform
Boys	<p>Grey trousers or shorts</p> <p>White cotton shirt</p> <p>School tie</p> <p>Blue jumper with school badge</p> <p>Grey socks and black shoes</p>	<p>Grey trousers or shorts</p> <p>Blue polo shirts with school badge</p> <p>Blue jumper with school badge</p> <p>Grey socks and black shoes (not sandals)</p>
Girls	<p>Grey skirt, pinafore dress or trousers</p> <p>White cotton shirt – plain sleeves and collar with buttons to the neck, no frills or scalloped edges</p> <p>School tie</p> <p>Blue cardigan or jumper with school badge</p> <p>White/grey socks or grey tights and black shoes</p>	<p>Blue and white checked summer dresses</p> <p>Blue cardigan or jumper with school badge</p> <p>White ankle or knee-length socks and black shoes (not sandals)</p>

Please note:

Fashion shoes or trainers are **not** acceptable for school wear.

- Trousers must be of an appropriate material i.e. not denim, cord or tracksuit and of a tailored appearance.
- Winter shirts must have plain, not rounded or frilly collars and button to the neck.
- **All items MUST be clearly labelled so that we can return them to you if they are lost.**

Additional Optional Items:

- Fleece jacket
- Reversible fleece/waterproof jacket
- Cap, with school badge; 'Foreign Legion'-style cap
- Knitted hat with school badge

[Uniform can be bought from The School Shop in Evesham \(www.theschoolshopuk.co.uk\)](http://www.theschoolshopuk.co.uk) or on [School Trends Website \(www.schooltrends.co.uk\)](http://www.schooltrends.co.uk)

[Water Bottles](#)



Your child should bring a [clear, plastic water bottle](#) to school each day filled with **water** for your child to drink throughout the school day. These are available from school or from the retailers previously mentioned. Water hydrates the body, including the brain, and keeps our organs functioning well.

Please **do not** put squash or juice in these bottles. Water is the best way to quench thirst and it doesn't have all the sugar and energy found in fruit juice drinks, soft drinks and flavoured mineral waters. Drinking water instead of sweetened drinks also prevents dental problems, while the fluoride found in tap water can help strengthen teeth and bones. The bottles can be filled with fresh water throughout the day. Children can bring a separate fruit juice carton or squash drink for lunchtime.

[Website](#)

All information regarding school life including school policies can be found on our website <http://www.stmarysrc.worcs.sch.uk>

Each class has its own webpage to keep you updated on what is happening in your child's class.



[You](#)

.... are the most important people in your child's life. We work best if we can work together as partners in your child's education. Please keep us informed of anything, no matter how small, that you feel may affect your child and influence their time at school.

Should you have any questions or concerns regarding your child or the school, please contact your child's class teacher, Mrs Clark, in the first instance, who will be very pleased to address any issues you may have.

The class teacher is available before school from 8.45 a.m. and after school until 3.30 p.m. on most days, however, please be aware that the teaching day begins at 8.55 a.m. and so if you need extended time it is always best to make an appointment.

Any further matters that require you to speak to the Head Teacher, Miss Smith, needs to be arranged by appointment with the Office Administrator.