

St Bede's RC Primary School, Jarrow



School Prospectus 2021-2022

Welcome to St Bede's RC Primary, Jarrow

As Head Teacher of St Bede's Roman Catholic Primary School, it gives me great pleasure to welcome you. We hope you will be able to find a wide range of information about our school in this Prospectus.

St Bede's is a school with a strong Catholic ethos. This permeates all areas of school life and is at the heart of our philosophy on education. Our whole curriculum is rooted in a religious understanding of life, with Gospel values underpinning our efforts to provide a quality education for all.

Our dedicated and passionate staff team works hard to provide a safe and stimulating environment where our children can feel secure and excited about learning. Our aim is to nurture the uniqueness of every child and respond to their individual strengths and needs. We aim to equip our children with the tools for future learning and the confidence to follow their dreams.

Our curriculum vision is to ensure that your children are **happy and healthy**, that they become **responsible citizens** who have **purposeful lives**, which are **centred in Christ**.

On 1 October 2021 we will become part of the **Bishop Chadwick Catholic Education Trust**.

It was announced in 2019, the Diocesan Academy Policy would develop structures to further preserve, protect and develop Catholic education through the growth of trusts.

Schools within the Diocese continue to be consolidated within the four academy regions into a base trust per region. There are 156 schools in our Diocese educating over 54,000 children. The implementation of this policy is well underway to facilitate the conversion of our voluntary aided schools to academy status within their regional trust.

In establishing these trust structures and having a single system in our Diocese, Bishop Chadwick Catholic Education Trust aims to ensure that children and young people in its schools will continue to receive the very best educational opportunities and life fulfilling experiences, within communities which have Christ and His Church at the very centre.

A Catholic trust model where every school has its place will mean that no individual school will be left isolated or vulnerable in a rapidly changing environment. It will ensure that the uniqueness of each individual school is celebrated and the unique contribution of each recognised and appreciated.

The Rt Rev James Chadwick, a former Bishop of Hexham and Newcastle, established his name and reputation as a Professor of Theology at Ushaw College, where he ultimately became the President in the 18560s, training men for the priesthood. He devoted his life to helping others achieve the best for themselves underpinned by a deep faith. A wonderful role model for our trust to be named after.

I look forward to meeting you and your child. It is an exciting journey we are undertaking together,

Mrs Moya Rooney

The School is a Roman Catholic Voluntary Aided School catering for Primary school pupils between the ages of 4 and 11 with a 26 place Nursery Unit. It is a day school and co-educational.

Bishop Chadwick Catholic Education Trust is an exempt charity regulated by the Secretary of State for Education. It is a company limited by guarantee, registered in England and Wales (Company number 09940352) whose registered office is at:

Evolve Business Centre
Cygnet Way
Rainton Bridge South Business Park
Houghton-le-Spring
Tyne & Wear
DH4 5QY

Mission Statement

Jesus is at the heart of life in St Bede's School.
We pray that He will guide us to be happy,
love one another and always do our best.



Staffing

Head Teacher	Mrs M Rooney
Deputy Head Teacher + SEND	Mr M Hurst
KS2 Coordinator + Y6 Teacher	Mr M Brown
Nursery Teacher + KS2 PPA cover	Mrs A-M McQuillin
Reception Teacher	Mrs E Buck
Y1 Teacher	Mrs K McLaren
Y2 Teacher	Mrs L Shaw
Y3 Teacher	Mr S Halliday
Y4 Teacher	Miss J Romano
Y5 Teacher	Mrs K Jeffrey
KS1 PPA cover	Miss L McCabe
KS2 cover	Mrs G Robinson
Senior Educational Practitioner	Mrs T Stephenson
HLTA	Mrs G Carmichael
Teaching Assistants:	Mrs A Purvis
	Miss M Relf
	Mrs S Hunt
	Miss S Gough
	Miss R Wood
	Miss C Wilson
	Mrs L Brunnock
Secretary	Mrs C Clarke
Caretaker	Mr A Bainbridge
Cook in Charge	Mrs H Fallon

Governors

Mrs Dorothy Brabbs	Foundation Governor (Chair)
Father Adrian Dixon	Foundation Governor
Mrs Angela Sheridan	Foundation Governor
Mr Paul McAlindon	Foundation Governor
Mrs Anne Spoors	Foundation Governor (Vice Chair)
Mr Daniel Harbinson	Foundation Governor
Mr Mark Hurst	Teacher Representative
Cllr Sandra Duncan	LA Representative
Ms Helen Storey	Parent Governor
Mrs Emma Johnston	Parent Governor
Mrs Moya Rooney	Head Teacher

Admissions Policy

The most recent admissions policy is available from the school or can be viewed on the Local Authority website at www.southtyneside.info/learningandleisure/ under Education and Leisure - Schools.

Admission to Nursery

The Nursery provides part-time education for up to 26 children in the morning session which begins at 9.00am, finishing at 12.00pm. Each child attends 5 sessions per week.

The Nursery is non-denominational (Catholic and non-Catholic children are welcome).

For children who have reached their third birthday, places, if available, will be offered at the beginning of each term.

In the event of there being more children than places, preference has to be given, out of fairness, to those parents who made the earliest application to the School.

Admission to Nursery does not give a child an automatic right of admission to the main Primary School.

Admission of Children with Special Educational Needs

Admission would be based on the above policies taking into account the physical layout of the school.

Visits by Parents

Parents are very welcome to visit the school. It would be helpful if you could make an appointment if you wish to see the Head Teacher. Staff will be happy to discuss progress or concerns but again an appointment should be made wherever possible.

The School Curriculum

Core Subjects	Foundation Subjects
Religious Education	Design and Technology
English	History
Mathematics	Geography
Science	Music
Computing	Art
	Physical Education
	French (Key Stage 2)
	Relationship and Health Education

Our Nursery and Reception classes form the Early Years Foundation Stage (EYFS) where there is emphasis on learning through indoor and outdoor play.

The 7 areas of learning in the EYFS.

The prime areas of learning:

- communication and language
- physical development
- personal, social and emotional development

The specific areas of learning:

- literacy
- mathematics
- understanding the world
- expressive arts and design

Religious Education

In our Catholic school, RE is a Core Subject and the whole ethos of the school is informed by our religious beliefs. While parents have the right of withdrawal of their children from religious worship and education, we remind them that the school exists to give a Catholic education and parents should, therefore, be in sympathy with its aims and objectives. We would not expect any Catholic

parent to send his/her child to this school and then ask for that child to be excused religious education or worship. Similarly, should a non-Catholic parent request a place for his/her child in this school, it would be stressed that the overlying tone of the school is Catholic and that our beliefs often find their way into subjects other than Religious Education.

A Religious Education scheme called 'Come and See' is used alongside other material. For 2 weeks in each year the children also learn about other faiths – Judaism and Islam.

The programme for First Holy Communion is Parish-based and the school's teaching complements this.

Special Educational Needs

In accordance with the Code of Practice for Special Educational Needs, every care is taken to ensure that children with special educational needs are well catered for in the school and parents are, of course, informed of these needs and of the measures we adopt to cater for them.

Assessment/Reporting to Parents

Pupils are formally assessed at the end of Key Stage 1 (Year 2) and Key Stage 2 (Year 6) following statutory procedure. Individual results will be available to parents and the results for the class provided for all parents. No pupil will be named in these results. Teacher assessment is ongoing and assists in planning work appropriate to each individual, group, or the class.

We hold parental interviews twice a year in the Autumn and Spring Terms. These provide parents with an excellent opportunity to discuss their child's progress. They are a very important element of our home/school partnership and we urge parents to attend. We try to be flexible with the times we offer, and we are always willing to accommodate parents who find it difficult to attend at the appointed time. A written report, in line with legislation, is provided in the Summer Term.

Behaviour Policy

We encourage a positive, orderly atmosphere both around the school and within the classroom. Emphasis is placed on praise and rewarding pupils for good behaviour and creating an atmosphere in which good behaviour is encouraged. We aim to develop mutual respect, social responsibility and self-discipline in a caring and Christian community.

Systems to encourage good behaviour:

School Teams and the Merit System

All the children in KS1 and KS2 are divided into four teams, ie. **St Aidan (Blue)**, **St Bede (Green)**, **St Cuthbert (Red)** and **St Hilda (Yellow)**. The children are allocated to their team in Reception class and remain in that team throughout their time at St Bede's. Team Captains are elected for the year from the children in Year 6.

Good behaviour is encouraged by awarding merits for good work and good behaviour generally.

Home/School Links

The School aims to develop strong links with the parents of the children. We wish to encourage parents to feel valued as full partners in the learning process and to feel welcome in the School. We wish to support, advise and encourage parents to work with their children at home. All information and your children's work will be displayed on our school website:

<https://stbedesjarrow.co.uk/>; and Facebook page: <https://www.facebook.com/St-Bedes-RC-Primary-Jarrow-183873269024214>

Homework

Nursery – Children borrow books to share at home.

Reception – Reading books are taken home after the first half-term.

KS1 & KS2 – Children are encouraged to share books at home, learn times tables, practice spellings and participate in Mathematics challenges.

In addition, KS2 children will carry out research projects at various times throughout the year.

Please note that homework will not be set for children who are ill or on holiday.

Complaints

Any parent wishing to make a complaint should first contact the Head Teacher who will be happy to discuss any problems and, if necessary, advice on how to seek further information. A Complaints Policy is available on request.

Loss of, or Damage to, Clothing Whilst on School Property

The Local Authority is unable to accept legal responsibility for personal property which is brought onto the school premises and which is lost or damaged as a result of the acts of third parties. The Council's Insurers do not cover losses of this nature. The matter will, however, be reported to the Local Authority at the earliest opportunity for their consideration of an ex gratia payment on your behalf. It must be pointed out, however, that this latter course of action is not always totally successful.

School session times

Morning		Door opens	Start	Finish
	Nursery	8.50am	9.00am	12.00pm
	KS1	8.50am	9.00am	11.45am
	KS2	8.50am	9.00am	12.05pm
Afternoon				
	KS1		1.00pm	3.15pm
	KS2		1.00pm	3.15pm

The National School Breakfast Programme

Our school has joined the government's National School Breakfast Programme (NSBP), which is being delivered by the charities Family Action and Magic Breakfast.

As an NSBP School, we are pleased to announce that we soon be able to offer all our children a healthy school breakfast. As a result, they will be able to enjoy the benefit of being settled in school and ready to learn at the start of the day.

Every morning, each child will be able to access a free breakfast. We are going to be offering bagels in the school hall between 8.30am and 9.00am.

School Health and Safety

We do not employ a full-time school nurse. First aid treatment is available from trained members of staff:

Mrs T Stephenson (SEP)	Paediatric First Aid Certificate
Miss S Gough (Teaching Assistant)	Paediatric First Aid Certificate
Miss M Relf (Teaching Assistant)	First Aid in the Workplace Certificate
Mrs A Purvis (Teaching Assistant)	First Aid in the Workplace Certificate
Mrs G Robinson (Teacher)	First Aid in the Workplace Certificate
Miss C Wilson (Teaching Assistant)	Paediatric First Aid Certificate
Mrs T Taylor (Breakfast Club/Lunchtime Supervisor)	Paediatric First Aid Certificate
Mrs V Kelly (Breakfast/Teatime Club/Lunchtime Supervisor)	First Aid in the Workplace Certificate

Please keep your children at home if they are ill. This is particularly important in the case of infectious diseases.

If your child has **sickness and/or diarrhoea**, we kindly request they **stay off school for 48 hours** from the last episode.

We ask all parents to provide us with at least **two emergency contact numbers** so that they can be notified if their child becomes ill during the school day. **It is most important parents inform school of any telephone number changes.**

Medicines

The school is able to administer some medicine. If a child has been prescribed medication, which needs a lunchtime dose then parents are welcome to come into school and sign a form allowing staff to administer the medication.

Children requiring inhalers have access to them when necessary.

We are trying to promote healthy eating throughout the school. Children may bring a piece of fruit to eat during playtime. We **do not allow sweets or snacks** of any description in school, unless requested by the class teacher eg. a class event/celebration.

Child Protection

Parents should be aware that the school will take any reasonable action to ensure the safety of its pupils. In cases where the school has reason to be concerned that a pupil may be subject to ill-treatment, neglect or other forms of abuse, staff have no alternative but to follow Child Protection Procedures and inform Social Services of their concern.

No Smoking Policy

Please note that smoking is not allowed anywhere on the school premises which includes the playgrounds and car park.

Road Safety

In the interest of children's safety, please **do not park on the yellow zigzag lines** outside the school gates and do not encourage children to stand at the entrance of the car park or meet you in the car park.

Pastoral Care

Teachers are responsible for the intellectual, spiritual and moral development of each child in their care during the school day. The class teacher will initially deal with any worries concerning a child or worries expressed by a child but, of course, the whole school community has the welfare of all the children in mind.

Close contact between home and school also ensures that the needs of the child are known and understood by both teacher and parent.

School Uniform

We are very proud of our school uniform and ask parents to support us in encouraging its use.

All uniform should have your child's name clearly marked on.

We ask the boys to wear:

- Winter - mid-grey long trousers, blue polo shirt and school sweatshirt.
- Summer - mid-grey short trousers may be worn (optional).



We ask the girls to wear:

- Winter/Summer - mid-grey skirt, pinafore or trousers, blue polo shirt and school sweatshirt/cardigan.
- Summer - light blue and white checked dress (optional).



Please ensure that your child wears **sensible black shoes** and socks/tights in keeping with the school uniform. If boots are worn in the winter, a change of shoes must be brought into school.

School sweatshirts, polo shirts, fleeces, hats, caps and PE kit embroidered with our school logo can be purchased direct from www.myclothing.com also from **J K Clothing** (North East) Ltd, Ellison Street, Jarrow.

For safety reasons, **no jewellery**, apart from wristwatches, is allowed.

Hair colours and extreme hairstyles, shaved areas or whole heads, Mohican cuts etc. are not allowed. We kindly ask parents to co-operate with this policy at all times.

Children are expected to have a school book bag and PE bag. These can be paid for via ParentPay and once payment has been received, will be given to the child.

School Meals

The meals are cooked on the premises by the kitchen staff supervised by Mrs Fallon, our Cook. The service is operated by the Local Authority and is independent of the school. The meals are served in the dining room between 11.45am and 1.00pm.

Those children who do not want school meals may bring a packed lunch.

Whether you are choosing school meals or packed lunch for your child, we kindly ask they have one or the other for the full week.

Any special dietary needs should also be brought to the attention of the school.

School Meals Supervisors		
Mrs Kirkham	Mrs Kelly	Mrs Taylor
Mrs Dunn	Ms Hiscock	Mr Underwood

KS2 Dinner Money

Dinner money is **£2.20** per day and must be paid via **ParentPay**, which is an online payment service for schools. Meals must be paid for in advance or on the day of the meals being taken to keep parents' accounts in credit.

On your child starting school, you will be given a username and password to allow you to activate your ParentPay account. We are a cash-free school, so no money will be accepted by the School Office.

EYFS and KS1 Meals

Every child in or entering Reception, Year 1 and Year 2 will receive a free school lunch under the Government's Universal Infant Free School Meals initiative. However, parents who think they are entitled to free school meals, still need to apply by completing the appropriate form and returning it to the school office. A check will be carried out and parents will be informed if it comes back as 'not eligible'. This allows EYFS and KS1 children access to free milk in school under the council's school milk scheme and ensures school receives the Pupil Premium – an additional sum of money which helps support the education of children entitled to free school meals.

Free school meal application forms are available from the school office, or can be downloaded at www.southtyneside.info/schoolmeals.

For further information, call South Tyneside Council's Customer Contact Centre on 427 7000 or e-mail customerhelp@southtyneside.gov.uk

School Milk

All primary school children who are eligible for free school meals **due to family income circumstances** are also entitled to free school milk.

Milk is available to all other primary school children. The price for the school year 2021-22 is **£9.10 per term**.

The milk provided is a 189/200ml carton of semi-skimmed per day during term time. The charge for milk is subsidised by the European Community and the Welfare Food Reimbursement Unit.

Breakfast Club

Breakfast Club runs from 7.50am to 8.50am every school day. Places are limited and will be allocated on a first come first served basis. Due to high demand and limited spaces, it is **essential that bookings are made in advance by contacting Mrs Taylor on 07765 271913**, otherwise places cannot be guaranteed. **Please allow a minimum of 24 hours' notice to ensure that the correct levels of staff are in attendance.** We also accept bookings at short notice (in an emergency), as long as spaces are available.

The cost is £2.50 per session for the first child and £1.50 for each additional child. **Payment MUST be made online via ParentPay, either in advance or on the day of the booking.**

Please ensure that you accompany your child(ren) into the building and hand them over to a member of staff.

Children are provided with a healthy breakfast (specific dietary requirements will be met wherever possible). Every day we have a wide range of art and craft based activities, games and toys to play with and outdoor play.

Teatime Club

Teatime Club runs from 3.15pm to 5.15pm every night after school. Places are limited and will be allocated on a first come first served basis. **It is essential that you book places in advance by contacting Mrs Taylor on 07765 271913 or Mrs Kelly on 07981 531553**, otherwise places cannot be guaranteed.

The cost is £2.50 per child for up to one hour and £5.00 per child for up to two hours. **Payment MUST be made online via ParentPay, either in advance or on the day of the booking.**

Children are provided with a healthy snack (specific dietary requirements will be met wherever possible). Every day we have a wide range of art and craft based activities, games and toys to play with and outdoor play.

Governors' Charging - Remissions Policy

St Bede's has always had excellent support for school trips, visits or additional activities such as puppet shows etc. Children gain valuable experience and the work done in preparation and follow-

up is a very important part of the school curriculum. Education provided by the school should be free of charge if it takes place wholly or mainly during school hours. Unfortunately, because of limited school funds, it would not be possible to continue these activities without asking for voluntary parental contributions.

School Attendance Regulations

It is necessary for parents to inform school of the **reason for any absence** from school. ***Please telephone school by 9.30am on the first day of absence.*** If you have not made contact with school by 9.30am on the first day of absence, the school office will contact you initially by text. You will be asked to telephone school to register the absence.

If an absence runs into a second week you are asked to telephone school on the Monday of the second week.

Schools are required to publish details of all unauthorised absences from school. We are also required to supply the information to the LA for monitoring purposes.

Please note that we are also obliged to indicate late arrivals on the register. Persistent late arrival is regarded as 'failing to ensure regular attendance at school'. Children arriving after the bell must be brought to the school office by an adult, where a Latecomers Slip will be completed.

Holidays during Term Time

We have received notification from the DfE (Department for Education) that Head Teachers are **no longer allowed** to grant Leave of Absence for the purpose of a family holiday during term time. Absence from will only be granted in exceptional circumstances.

Amendments have been made to the 2006 regulations in the **[Education \(Pupil Registration\) \(England\) \(Amendment\) Regulations 2013](http://www.education.gov.uk/schools/pupilsupport/behaviour/attendance/a00223868/regulations-amendments)**, which can be found at:
<http://www.education.gov.uk/schools/pupilsupport/behaviour/attendance/a00223868/regulations-amendments>

Disclaimer

The information in this brochure was prepared and published in June 2021 and relates to the 2021-2022 School Year. Details were correct at this time. However, it must not be presumed that there will be no changes affecting the relevant arrangements or personnel.



ST BEDE'S RC PRIMARY SCHOOL, JARROW SCHOOL HOLIDAYS 2021-22

SEPTEMBER 2021						
Monday		6	13	20	27	
Tuesday		7	14	21	28	
Wednesday	1	8	15	22	29	
Thursday	2	9	16	23	30	
Friday	3	10	17	24		
Saturday	4	11	18	25		
Sunday	5	12	19	26		

OCTOBER 2021						
Monday		4	11	18	25	
Tuesday		5	12	19	26	
Wednesday		6	13	20	27	
Thursday		7	14	21	28	
Friday	1	8	15	22	29	
Saturday	2	9	16	23	30	
Sunday	3	10	17	24	31	

NOVEMBER 2021						
Monday	1	8	15	22	29	
Tuesday	2	9	16	23	30	
Wednesday	3	10	17	24		
Thursday	4	11	18	25		
Friday	5	12	19	26		
Saturday	6	13	20	27		
Sunday	7	14	21	28		

DECEMBER 2021						
Monday		6	13	20	27	
Tuesday		7	14	21	28	
Wednesday	1	8	15	22	29	
Thursday	2	9	16	23	30	
Friday	3	10	17	24	31	
Saturday	4	11	18	25		
Sunday	5	12	19	26		

JANUARY 2022						
Monday		3	10	17	24	31
Tuesday		4	11	18	25	
Wednesday		5	12	19	26	
Thursday		6	13	20	27	
Friday		7	14	21	28	
Saturday	1	8	15	22	29	
Sunday	2	9	16	23	30	

FEBRUARY 2022						
Monday		7	14	21	28	
Tuesday	1	8	15	22		
Wednesday	2	9	16	23		
Thursday	3	10	17	24		
Friday	4	11	18	25		
Saturday	5	12	19	26		
Sunday	6	13	20	27		

MARCH 2022						
Monday		7	14	21	28	
Tuesday	1	8	15	22	29	
Wednesday	2	9	16	23	30	
Thursday	3	10	17	24	31	
Friday	4	11	18	25		
Saturday	5	12	19	26		
Sunday	6	13	20	27		

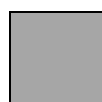
APRIL 2022						
Monday		4	11	18	25	
Tuesday		5	12	19	26	
Wednesday		6	13	20	27	
Thursday		7	14	21	28	
Friday	1	8	15	22	29	
Saturday	2	9	16	23	30	
Sunday	3	10	17	24		

MAY 2022						
Monday		2	9	16	23	30
Tuesday		3	10	17	24	31
Wednesday		4	11	18	25	
Thursday		5	12	19	26	
Friday		6	13	20	27	
Saturday		7	14	21	28	
Sunday	1	8	15	22	29	

JUNE 2022						
Monday		6	13	20	27	
Tuesday		7	14	21	28	
Wednesday	1	8	15	22	29	
Thursday	2	9	16	23	30	
Friday	3	10	17	24		
Saturday	4	11	18	25		
Sunday	5	12	19	26		

JULY 2022						
Monday		4	11	18	25	
Tuesday		5	12	19	26	
Wednesday		6	13	20	27	
Thursday		7	14	21	28	
Friday	1	8	15	22	29	
Saturday	2	9	16	23	30	
Sunday	3	10	17	24	31	

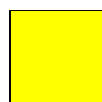
AUGUST 2022						
Monday	1	8	15	22	29	
Tuesday	2	9	16	23	30	
Wednesday	3	10	17	24	31	
Thursday	4	11	18	25		
Friday	5	12	19	26		
Saturday	6	13	20	27		
Sunday	7	14	21	28		



School Holidays



Bank Holidays



Training Day

- **Training Days:** (Please note – children do not attend school on Training Days) Monday 6 September 2021, Friday 22 October 2021, Friday 1 July 2022.
- If your child is ill or unable to come to school for any other reason, please telephone school before 9.30am on the first day of absence.
- If your child has sickness and/or diarrhoea, we kindly request they stay off school for 48 hours after the last episode.
- From September 2013, changes to the Education (Pupil Registration) (England) Regulations 2006, state that Head Teachers may no longer grant leave of absence during term time unless there are very exceptional circumstances.
- **IT IS PARTICULARLY IMPORTANT THAT CHILDREN ARE PRESENT IN SCHOOL DURING THE MONTH OF MAY WHEN NATIONAL AND SCHOOL TESTING TAKE PLACE.**