Holy Family Catholic Primary School and Nursery

Prospectus   2023 - 24

PLAY

PRAY — LEARN

TOGETHER

Welcome to Holy Family School

We are a happy, friendly, inclusive school where every member of our dedicated team of staff goes above and beyond to ensure all children enjoy their learning and achieve their absolute best. We value the uniqueness of every single child we welcome through our door and celebrate their individual gifts and talents. The care of every child is at the heart of all we do, and everyone is welcome here.

Our rich, varied curriculum, great teaching and individualised support enables children to reach their full potential. We provide a wide range of enrichment opportunities including trips, visitors, residentials and a range of extra- curricular clubs. We want Holy Family pupils to leave us as confident, well-rounded individuals and we nurture and support them as they make their primary journey with us. We have an excellent track record of high achievement in relation to national expectations and as a staff, we seek always to develop our professional practice to further enhance outcomes for our pupils.

I hope the information contained in this prospectus provides you with a good insight into our ethos, our aims and our vision. Obviously, this is just a glimpse of who we are, a visit to school to see us in action would be most welcomed and can be arranged by contacting the office. We look forward to developing a true partnership with you. Working as a team, we can ensure that children are both happy and successful and their primary education is a truly joyful and memorable experience for all.

We look forward to welcoming you and your child into our 'Holy Family family' as we embark on what we hope is a long and happy journey together.

Mrs Rooney

Headteacher

Our School Mission Statement

Following in Jesus' footsteps we will:

Pray together, play together, learn together.

In fulfilling our Mission Statement we aim to:

Pray together:

- Through our family and community of faith we strive for all to hear the message of God.

- Through the promotion of the Christian values of love, acceptance and respect for all, we will provide opportunities for all to develop an awareness of God's presence in themselves and in others.

- Through the teachings and practice of our faith we will provide opportunities to respond to the word of God through collective worship, celebration and quiet reflection.

Play together:

- Through the development of excellent relationships in our school community we will strive to ensure all experience mutual respect, acceptance and love.

- Through fun-filled activities, projects and social events we will provide opportunities to promote community cohesion and togetherness.

- Through our creative curriculum we will strive for all to seek excellence and experience enjoyment.

Learn together:

- Through the provision of a stimulating, well-balanced, forward thinking and diverse curriculum, we will provide opportunities for all to develop an awareness of themselves, others and the world in which we live.

- Through inspirational, innovative, holistic teaching we will seek to create learners who aspire to succeed.

- Through the promotion of learning and equality for all we will strive to create independent, lifelong learners.

Breakfast Club & After School Club – Holy Family Clubhouse

We provide wrap around provision for children in Nursery to Year 6. Breakfast club is open from 7.30am and after school club runs until 5.15pm. The children receive a snack and drink during both sessions. There is a charge of £5.00 for the morning session and £9 for the afternoon session. This can be pre-booked through ParentApp. Parents are able to pay the cost with childcare vouchers.

Nursery Provision

We have a 26 place Nursery and offer places for children starting the term after their 3rd birthday. We provide a morning session for children taking up the 15 hours of universal provision and this runs from 8:30am to 11:30. We also have full time places for the children of parents eligible to claim 30 hours of extended provision. The full Nursery day runs from 8:30am to 3:15pm. Nursery lunch time is 11:30am to 12:15 and there is a charge of £4 per day to provide cover for this session. Parents can provide a packed lunch for children or request a cooked school meal at a cost of £2.10 per meal. Please see the Nursery Section on our website for more details and an application form to apply for a place.

Wrap around care available from 7.30am to 5.15pm

Joining the School

For the academic year 2024-25 administration of admission arrangements is organised by the Local Authority in which the child lives. However, whilst the administration of admissions is undertaken by the LA, the decisions regarding admissions to Holy Family School lies with the Governing Body. Applications for a place should be completed online. Please refer to your local authority website for further information or contact the school if you have any queries. As a Catholic school, an additional supplementary form will also need to be completed in order to apply to Holy Family School and this form can be obtained from the school website or by contacting the school. (Further information regarding admissions and the process involved can also be found on the school website at www.holyfamilycronton.co.uk).

For parents/carers of children seeking to join the school in other years, please contact the school or the Local Authority for advice. The School's Admissions Policy is available on request and via the school's website.

Appeals

Every effort is made to make a place available for your child in our school. However, schools have a limit on the number of children they can take. This figure is set by the LA and agreed with the School Governors and Headteacher. If the number of children wanting a place is below the set figure, all will be admitted. If, however, there are too many children of that year group for them all to be given a place, priority will be given to children according to a list of carefully agreed criteria which are published in our school's Admissions Policy.

If a place is not available on application, you have the right to put your case to an Admissions Appeal Panel and an independent panel will hear your case. It has the power to override the decision of the Governing Body in some circumstances.

The relevant address for all matters relating to admissions is:

For Knowsley residents: **For Halton residents:**

Knowsley Council   Halton Education and Social Inclusion

School Admissions   Grosvenor House

Education Improvement Team   Halton Lea

PO Box 21   Runcorn

Municipal Buildings   WA7 2WO

Archway Road   www.halton.gov.uk

Huyton

Knowsley

L36 9YU

www.knowsley.gov.uk

Starting School for the first time

Starting school is a very important time for you, your child and the school. We all need to work together to make the transition smooth and rewarding. In the term prior to your child starting school, you will be invited to a 'Welcome Meeting'. At this meeting you will meet your child's teacher and they will give you an overview of your child's time in the Reception Class. After this meeting your child will be invited into school for visits. These visits help your child to become familiar with the setting and to meet other children who will be in their class. For children already attending the school's nursery, time with new children to the school will form part of the transition process.

If your child attends another nursery the class teacher will also visit the nursery to observe your child in a familiar setting. Records regarding your child's progress held by the nursery will also be transferred to school.

Pupils will be admitted to Holy Family School in the September of the school year in which they are five. Through the excellent transition programme we have in place, it is our aim to ensure a happy start for all our children. We believe a happy start is important for a successful school career.

The Early Years Curriculum is grounded in active learning. Through practical activities, purposeful play and talk, pupils develop an understanding of the world and the basic concepts they will need for their later learning. Parents/carers can play a major role in fostering good attitudes to learning, developing language skills and promoting good behaviour.The Foundation Stage Curriculum develops children's personal, social and emotional well-being; promotes positive attitudes and dispositions towards their learning; provides opportunities to develop social skills as well as developing language and communication, pre-reading and pre-writing skills, maths, knowledge and understanding of the world; and physical and creative development.

<u>Curriculum</u>

Foundation Subjects

Across each year group we ensure that children are taught a balance of the different subjects, focusing on the key skills, knowledge and understanding needed at the appropriate age. Each subject has a carefully planned and progressive sequence of learning. Carefully chosen schemes of work are used and adapted by our staff to ensure enjoyable and memorable learning at Holy Family. Learning is enhanced through trips and workshops throughout the year. We regularly review our curriculum which we share with parents on our website as well as termly curriculum overviews.

Parents in Partnership

We welcome our parents and carers into Holy Family School believing we are partners in the education of your children. There are many opportunities for parents to become involved in the life of the school and to gain a greater understanding of its work. Our working relationship with parents is a central part of the school and we welcome parents who wish to contribute to the life of the school. Parents are invited to a range of events: assemblies, parents' evenings, coffee mornings, workshops, sports days, stay and plays and school plays. There are other occasions, on a class-- by class basis, when parents may be invited into school, for example, to support a topic the children may be working on.

PTFA

Here at Holy Family we have a very active PTFA, who raise substantial amounts of money for the school. Every parent is automatically a member of the PTA and is encouraged to join in and help with events. We have fantastic summer events, a Christmas fair, school discos and many more events throughout the year. In the past, the PTFA has raised money to buy outdoor furniture, sound equipment for the hall, big Forest School resources and IT equipment . Without parents support, the PTFA would not run so all are encouraged to get involved.

You can find out more about our PTFA on Facebook/Instagram: HolyFamily Cronton Ptfa or Twitter @HFCrontonPTFA

General Information

School office hours

8.30am – 4.15pm Monday to Friday

School hours (32.5 hours in total)

Morning Session	Afternoon Session
8.30am -11.30am (Nursery)	12.15pm - 3.15pm (Nursery)
8.50am - 11.30am (Reception) doors open at 8.45am	12.30pm - 3.20pm (Reception)
8.50am – 12.00 pm (Y1- Y6) doors open at 8.45am	1.00pm – 3.20 pm (Y1- Y6)

Organisation

Children can spend eight years in their primary school and each age group is classified as follows:

Age	Year	Key Stage
3-4 Years Old	Nursery (YN)	Early Years Foundation Stage
4-5 Years Old	Reception (YR)	Early Years Foundation Stage
5-6 Years Old	Year 1 (Y1)	Key Stage 1 (KS1)
6-7 Years Old	Year 2 (Y2)	Key Stage 1
7-8 Years Old	Year 3 (Y3)	Key Stage 2 (KS2)
8-9 Years Old	Year 4 (Y4)	Key Stage 2
9-10 Years Old	Year 5 (Y5)	Key Stage 2
10-11 Years Old	Year 6 (Y6)	Key Stage 2

School History

The original school opened in December 1893 with 47 pupils and 2 members of staff. The original building, which had outside toilets, was located on the school car park.

There is a Log Book in the school dating back to when the school first opened which the children love to use when studying the history of Cronton and particularly our school.

School Uniform and PE Kit

Our uniform is something we are very proud of. It gives the children a sense of identity and a feeling of belonging to the Holy Family community. We have high expectations in all things, and our uniform is one of them. We expect that all of our pupils will wear our school uniform when in school.

When starting in the Nursery and Reception Class children wear a navy blue sweatshirt, track suit bottoms and a white polo shirt. For the outdoor area they wear a blue wet weather suit.

For children in Years 1 to 6, our school uniform consists of a navy blue jumper or cardigan, white shirt and school tie, a kilt (pinafore or skirt) or grey trousers or shorts. In the summer time, blue gingham dresses or shorts and short-sleeved polo shirts can be worn.

It is important for pupils to wear appropriate clothing for physical activities.

For PE children will need the school PE kit and tracksuit. All uniform can be purchased from Boydells or Kits for All in Widnes. Office staff can provide further details if necessary.

All clothing should be clearly labelled. For health & safety reasons jewellery (including earrings) must not be worn and long hair should always be tied back.

Jewellery

The only item of jewellery that is considered appropriate for school is a watch. We do not allow our children to wear earrings for school due to Health and Safety. Please note that staff are not allowed to remove or look after jewellery for children. The safest place is at home.

School Meals

We have a contract with Knowsley School Meals Service who provide nutritious meals ensuring all menus support children's healthy eating. Menus can be viewed on ParentApp. Children will make their own selections in class each day.

For children in Reception, Year 1 and Year 2, school meals are currently funded by the government and are therefore free to parents. In Years 3 to 6, school meals must be paid for. Payment for meals should be made on Mondays. Some parents choose to pay in advance by paying half termly. Any credits, for example,

due to a child's absence, are carried forward into the next half term. Payment should be made through ParentPay. You will be provided with log in details when your child starts school.

If you think your child is eligible for free school meals please collect a form from your local authority or apply online; this is even if your child is receiving the Universal Free School Meals in Reception, Years 1 and 2. For families who are entitled to receive free school meals, the school receives additional funding which can be used to support your child in school. If unsure, please speak to office staff who will be able to signpost you to the appropriate service. Any information shared is always held in the strictest confidence.

Bringing food/drink to school for lunch

Children who do not have a school meal may bring a packed lunch. Please ensure that packed lunches are brought to school in a secure container labelled with your child's name.

Water is available, but you may like to supply a drink. We prefer drinks to be brought to school in flasks or other safe containers that limit any possible spillage. In the interest of health & safety, we would ask that children do not bring cans or glass bottles**. Fizzy drinks or sweets are not allowed.**

If your child forgets his or her packed lunch, we will try and contact you. If we are unable to do so, we will provide a school lunch and ask you to reimburse us later.

Snack time

In the Early Years, parents are asked to send in a small weekly donation called Continuous Provision Fund, part of which covers the cost of a snack provided to the children. Children participate in the preparation of their snack which provides many learning opportunities.

For other classes, you may like your child to have a mid-morning snack that they eat at break time. We welcome fruit and vegetables for snack time. Due to the severity of nut allergies for some children within our school, we ask that no nut-based product is sent into school. We also ask that you do not send in sweets, crisps or gum. We ask all parents to please respect our policy on healthy eating and dental care.

Water Policy

At Holy Family we understand the need for children to drink water regularly throughout the day. Children are encouraged to bring a water bottle into school every day. The water bottle can be refilled during the day if needed. Please ensure your child's water bottle is clearly labelled.

First Aid

The school ensures that we have staff who are trained in administering First Aid. Simple First Aid is given at school when necessary. If an accident needs further medical attention, we will make every effort to contact you first. Please ensure your contact details are up to date.

If your child has a bumped head, First Aid will, of course, be given. We will monitor your child for the rest of the day and, if they appear fine, a 'Bumped Head' letter will be placed in your child's book bag. If we consider the injury to be more serious, or if we have concerns, we will contact you immediately.

Emergency Contact Details

Please ensure that you provide school with the contact details of 3 people and that all details are correct. Also, please ensure that school is told about any health matters, especially allergies, relating to your child. ParentApp may also be used to inform the school of any absences and to update the school office of change of contact details.

Dogs

Dogs are not permitted on the school site with the exception of guide dogs.

Extra-Curricular Activities

The school offers a wide range of extra-curricular activities after school. The activities include sport, music, IT, art and dance to name but a few. We review the clubs regularly to ensure the needs of all pupils are being met. When external providers are organising the after school club they may apply a charge per child. This will be made very clear in the initial letter to parents. For other school organised activities we ask for a voluntary contribution of £2 which helps us to replenish / pay for resources. All school staff who offer an after school club do so on a voluntary basis.

Assessment and Reporting Progress

Parents and carers receive a school report on their child's progress in school at the end of the year. This report will include comments on all curriculum areas. In addition to a written report, parents will be invited to three parents' evenings, at which the parent will be able to discuss individual progress with their child's class teacher. Early in the autumn term a 'Meet the teacher' meeting is also held to inform parents of their child's forthcoming year, focusing highly on the first topics covered within the Autumn term.

Children are assessed regularly throughout their time in school. In the Early Years, children are now assessed within their first half-term at school, completing the Baseline Assessment. This information will then be used to plan for the children's learning throughout Reception. In Year 1, children participate in a Phonics Screening Test which is designed to test their phonological understanding and decoding skills when reading words. Children in Y6 participate in Standard Assessment Tests (SATs). Children in Y4 complete a Times Tables check in the Summer term and it will assess their knowledge and understanding of times tables to 12x12.

Progress and attainment of all children is monitored carefully on a termly basis. All assessments provide individual pupil profiles of attainment for the teachers and also highlight any area of curriculum weakness or gaps.

Pupil Support and Pastoral Care

Inclusion – Pupils with Special Educational Needs

Holy Family is an inclusive school. We want all our children to feel welcomed, happy and fulfilled. We recognise that all children are unique; all children are different. These differences create opportunities for adults and children alike to learn more about ourselves and each other. Helping children to develop good attitudes and values is a crucial part of our role.

Pupils with Special Educational Needs are helped within the normal classroom environment or by being withdrawn to work where there is less distraction, with school funded Teaching Assistants. Advice and support are provided through Knowsley's Specialist Support Service, an Educational Psychologist and other agencies where appropriate. Some Teaching Assistants work in the school mainly with identified children. The Policy for Special Educational Needs is available if you would like more information. Our Special Needs Co-ordinator, Mrs Quigley, is happy to speak to you about general issues related to special needs if the class teacher cannot answer your questions.

Learning Mentor

Our Learning Mentor also supports children's well-being. Working on a one-to-one basis, or with a small group, the Learning Mentor can offer support to the children, particularly at times of difficulty. Our Learning Mentor has had training to support issues, such as, bereavement, bullying and anger management. Parents can also meet with the Learning Mentor to discuss their child. Any information shared is treated as confidential and is only shared on a 'need to know' basis.

Inclusion

The school has carried out an Accessibility audit after consulting with parents, children and members of the local community regarding accessibility. We are confident about meeting the needs of all pupils at Holy Family School. Access to the school can be achieved at all access points by way of a ramp. The school has wide corridors and toilet facilities are available. Other considerations may have to be made in order to meet the needs of future pupils at Holy Family but these will be considered at that time.

Safeguarding and Child Protection Procedures

Under the Education Act 2002 (section 175) schools must make arrangements to safeguard and promote the welfare of children. Staff are given regular training and are kept up to date with relevant guidance, for example: 'Keeping Children Safe in Education 2023', including amended guidance since that date.

Parents/carers should know that the law requires all school staff to pass on information which gives rise to a concern about a child's welfare, including risk from neglect, physical, emotional or sexual abuse. The staff will seek, in general, to discuss any concerns with the parent/carer, and where possible inform them of the referral to Social Care.

This will only be done where such discussion will not place the child at increased risk of significant harm.

In accordance with local information sharing protocols, we will ensure that information is shared effectively and sensitively. Information will only be shared with other services where it is deemed necessary and proportionate to ensure that children and young people are safe and receive the right service.

Schools will seek advice from Social Care when they have reasonable cause to suspect a child may be suffering or likely to suffer significant harm. Occasionally, concerns are passed on which are later shown to be unfounded. Parents/carers will appreciate that the designated person for child protection is carrying out their responsibilities in accordance with the law and acting in the best interests of all children.

The designated child protection person in school is the Headteacher.

School Values

Our school values are the pillar posts of our school and staff reference them continually both in the classroom and in our pastoral care of the children. These are the 3 things we hope that a Holy Family child will aspire to be when they are at our school and beyond, inspiring others to live their lives by these values too.

Respect, Responsibility, Resilience

School Rules and Behaviour

At Holy Family, staff, children and governors have agreed a set of general principles which promote expected behaviour. These principals are underpinned by our values of **Respect, Responsibility and Resilience.**

- We believe that with every right comes a responsibility.

- When each of us takes responsibility for what we do, we make our school a better place.

- We believe that 'we are what we do' and together we can make big changes to our school, our community and our world.

- We believe that all children and adults have the right to be listened to and the responsibility to listen to others.

- We believe that all children have the right to learn and all staff have the right to teach.

- We promise to support, praise and recognise good behaviour.

- We will be fair and consistent when we apply sanctions for poor behaviour choices.

- We will promote positive behaviour by helping children to develop their social, emotional and behavioural skills.

- We will keep parents informed about their child's behaviour, positive as well as negative.

For further information, please refer to the school's recently reviewed Positive Relationships and Behaviour Policy which can be obtained from the school office or on the school website.

HOLY FAMILY CATHOLIC PRIMARY SCHOOL AND NURSERY

2024-2025 TERM DATES

Term starts
4th September 2024

Total Days 195
(190 teaching days)

Holidays

Bank Holidays

4 Inset days
(Pupils do not attend)

(1 INSET day taken to be taken as Twilights)