



# St. Mark's Catholic Primary School



**INDUCTION FOR NEW PARENTS**



*"A Community of Faith and Learning"*

Your child's journey through St Mark's  
Administration/Routines  
Expectations  
Reception Class  
Q&A



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Jesus said, 'I have come that they may have life and have it to the full.' John 10:10  
The community of St. Mark's works hard together. We respect and care for each other.  
We make wise choices and always do our best. We learn to live life to the full.



# Mission Statement

**‘A Community of Faith and Learning’**

**Jesus said, ‘I have come that they may have life and have it to the full.’ John 10:10**

**The community of St. Mark’s **works hard together.****

**We **respect** and **care** for each other.**

**We make **wise choices** and always **do our best.****

**We learn to live life to the full.**





# A Gospel Journey

St. Mark's is a Catholic school. Everything that happens is informed by gospel values and the teachings of Jesus Christ. We are a loving community where all are treated with respect and where the presence of God is reflected in our daily routine. The support from our parish priest and from the parish community as a whole is invaluable in contributing towards our pupils' spiritual journey.

A collegiate spirit is a distinctive feature of St. Mark's and pupils naturally support one another and are happy.

HEALTHY

GOSPEL

ACADEMIC

UNIQUE





# An Academic Journey

At St. Mark's learning is never dull, routine or narrowly focused. The curriculum is broad and all subjects draw from one another. To unlock the potential of each child, we explore a wide range of educational approaches. Additional support is given where learning difficulties are identified, and also where exceptional ability demands a greater challenge.



Our pupils work hard and are motivated. They are academically ambitious, confident and accomplished young people.





# Denominational Inspection

‘Outstanding – 2015

‘Everyone matters, no matter where you come from or what you look like.’ Relationships are strong and positive; wellbeing for all is seen and actioned as a vital priority. In discussion with the headteacher, leadership comes from a place of faith and is visionary for Catholic Education.

Pupils have responded to the Call to Justice Social Action project by visiting a local care home and they are actively involved in promoting the Bishop’s initiative ‘The God Who Speaks’ for the Year of the Word. Pupils, even the youngest, are able to articulate both their enjoyment and purpose for learning in RE, reflecting the proudly held view by leaders and staff, that RE is ‘the core of the core’.

(Section 48 Inspection monitoring visit January 2020)





# A Healthy Journey

Our children tell us that they feel safe at school.

Healthy living is continually promoted in its broadest sense. Our pupils are encouraged to be active and physical activity is highly valued. There is opportunity for pupils to participate in sport before, after and during the school day.



Financial capability is developed in a variety of ways so that children can embrace adult life with the ability to make the most of the resources at their disposal. We create an environment which encourages pupils to be enterprising and innovative and where their creative skills are nurtured and valued.



HEALTHY

UNIQUE

GOSPEL

ACADEMIC





# A Unique Journey

HEALTHY

GOSPEL

ACADEMIC

UNIQUE

St. Mark's is an ideal size. Being 'one form entry' enables the school to function like a large, loving family. Each child is perceived as a precious individual whose learning journey is the joint responsibility of parents/carers, staff, fellow pupils and the local, wider community. Our children are taught to develop their intra – personal and inter – personal skills and work effectively, independently and collaboratively. Each child's future is seen in a very positive light and we consider it our duty to help pupils to identify their areas of strength, their preferred learning styles and to establish areas for personal development.





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## **SCHOOL OFFICE – you main point of contact**

- ❖ The School office is open from 8.00am to 4.30pm.
- ❖ If your child is going to be absent from school, please notify the office by telephone or email as early as possible. If the absence is to be longer than 2 days, please confirm in writing.
- ❖ Any money sent in to school, e.g. for school trips, should be in a clearly marked envelope with your child's name, class and details of what the money is for.
- ❖ Please always keep us informed of up-to-date contact details and collection arrangements so that we are always able to reach a member of the family during the day.





## SCHOOL UNIFORM

White shirt/blouse  
Grey trousers/skirt  
School Tie  
School Jumper

**Summer term and Autumn  
up to half term**  
Grey shorts/skirt/skorts  
Short sleeved white shirt and  
tie  
or  
Blue and white gingham  
dress

**PE Kit:**  
White polo shirt with  
embroidered badge  
Navy shorts  
Navy socks  
Plain Black or white  
trainers  
Black plimsoles

Optional Extras – School Coat, School Fleece and School Blazer with badge



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## SCHOOL UNIFORM

❖ In reception class we like the children to be as independent as possible, so between now and September we would be grateful if you would encourage your child to dress/undress themselves and fasten their shoes independently.



❖ PLEASE NAME ALL CLOTHING, INCLUDING PLIMSOLLS, WITH SEW-ON LABELS OR PERMANENT MARKER!

❖ All children will need a PE bag and book bag. These will be available from the School Office.



## SCHOOL DINNERS - 1

Schools meals are cooked daily on the premises by Vertas staff our appointed Catering Contractors, following healthy eating guidelines. A menu is provided periodically showing choices for the main course and dessert. Water is provided and the Little Lions are supervised when choosing lunch.

### **Infant free school meals in England**

Your child will be able to get free school meals if they're in:

Reception class

Year 1

Year 2

All children under the age of 5 are also entitled to free milk. Please register for this at [www.coolmilk.com](http://www.coolmilk.com)



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## SCHOOL DINNERS – 2

[london.gov.uk/children-families-and-learning/schools/school-meals-uniforms-and-trips/apply-for-free-school-meals/](https://www.london.gov.uk/children-families-and-learning/schools/school-meals-uniforms-and-trips/apply-for-free-school-meals/)

Your child might be able to get free school meals if you get any of the following:

- Income Support
- income-based Jobseeker's Allowance
- income-related Employment and Support Allowance
- support under Part VI of the Immigration and Asylum Act 1999
- the guaranteed element of Pension Credit
- Child Tax Credit (provided you're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working Tax Credit run-on - paid for 4 weeks after you stop qualifying for Working Tax Credit
- Universal Credit - if you apply on or after 1 April 2018 your household income must be less than £7,400 a year (after tax and not including any benefits you get).





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## SCHOOL DINNERS – 3

- Children get paid these benefits directly, instead of through a parent or guardian, and get free school meals
- Registering for free meals could raise an extra £1,320 for the school, to fund valuable support like extra tuition, additional teaching staff or after school activities. This additional money is available from central government for every child whose parent is receiving one of the welfare benefits listed. It is therefore important to sign up for free school meals, even if your child is in Reception, Year 1 or Year 2, so that St Mark's receives as much funding as possible.
- If your child is eligible for free school meals, they'll remain eligible until they finish the phase of schooling (primary or secondary) they're in on 31 March 2023, **even if your financial circumstances change.**



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## NUT ALLERGIES

We have a number of children and adults in school who have a fairly severe allergy to a range of nuts and may require medical intervention in the case of an allergic reaction.

In order to assist in the care of these children, please do not include nuts, or nut containing products, such as peanut butter or cereal bars, as part of your child's packed lunch.

At school we talk to the children about the importance of not sharing or swapping their food at lunchtimes but it would help us to reinforce this message if you could talk to your child about this at home too – and explain the underlying reasons why we need to discourage the children from sharing food.

We would also ask that you **do not send in cakes, biscuits etc.** for your child's birthday as these may contain allergens. If you wish to send in a treat for your child's class, sweets such as Haribo or Dairy milk chocolate buttons would be a suitable alternative.



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## OUR SCHOOL RULES

- ❖ We will be polite, courteous and respectful to everyone
- ❖ We will keep our feet and hands to ourselves, giving each other proper space
- ❖ We will respect school equipment and other people's property
- ❖ We will walk in the school building and in from our lines
- ❖ We will follow instructions as soon as they are given, from all adults in our school





## RELATIONSHIPS AND BEHAVIOUR

St. Mark's operates a reward scheme for good behaviour and achievement and restorative approach to restore positive relationships.

- ❖ All pupils are praised readily as appropriate.
- ❖ Each child has a rainbow Star Chart. When this is completed, they can choose a prize from the Treasure Box.
- ❖ Telephone calls are sometimes made to parents where exceptional effort or progress is evident.
- ❖ Badges and medals for excellent attendance are regularly awarded.
- ❖ Postcards are sent home on occasions



## Home school agreement

**As a parent / guardian you are required to:**

- ❖ support the mission statement and the school's vision
- ❖ ensure that your child arrives punctually at school with the appropriate uniform and equipment, including PE kit
- ❖ ensure that your child has the best possible attendance and refrain from withdrawing them from school during term time
- ❖ notify the school of absence by 8.45 a.m. and confirm in writing if the absence is prolonged
- ❖ attend regular school meetings and help with homework where appropriate, especially phonics, reading and mathematics
- ❖ ensure that hair is within the natural spectrum of hair colour, and hair style is traditional and smart, avoiding extreme or high-fashion styles
- ❖ ensure that shoes are plain black school-style shoes (with black laces if tie-up style) without decoration, trim or logos. Trainer-style shoes and boots are not allowed
- ❖ be polite, courteous and respectful to everyone in the school community.



## Attendance

- ❖ We have achieved excellent attendance rates at St. Mark's and this enables us to provide a high standard of education for all our children. The percentage attendance for the school is currently 97.7%.
- ❖ Holidays in term time will not be authorised, and a Fixed penalty notice fines will be issued by the local authority. We expect your support in this. From September 2022 repeated lateness is also considered absence.

## Online Conduct

- This school asks its whole community to adhere to the 3 *Commons* approach to online behaviour:
- **Common courtesy**
- **Common decency**
- **Common sense**



### *How do we show common courtesy online?*

- We always ask someone's permission before uploading photographs, videos or any other information about them online.
- We do not write or upload 'off-hand', hurtful, rude or derogatory comments and materials. To do so is disrespectful and may upset, distress, bully or harass.

### *How do we show common decency online?*

- We do not post comments that could be considered to be **intimidating, racist, sexist, homophobic or defamatory. This is cyber-bullying** and may also be deemed harassment or libel.
- When such comments exist online, we do not forward such emails, tweets, videos, etc. By creating or forwarding such materials we are liable under the law.

### *How do we show common sense online?*

- We think before we click.
- We think before we upload comments, photographs and videos.
- We think before we download or forward any materials.
- We think carefully about what information we share with others online, we check where it is saved and are aware of our privacy settings.
- We make sure we understand changes in use of any web site's we use.
- We ignore and/or block harassing communications and report any abuse, withholding such examples as evidence.

Any actions online which may affect the school, the school's reputation or a member of the school's reputation are deemed inappropriate and will be responded to.

The whole school community is reminded of the CEOP report abuse process: <https://www.thinkuknow.co.uk/parents/browser-safety/>



## THE SCHOOL DAY

- ❖ Wrap around care: from 8am
- ❖ The teaching day commences at 8.45am but children can go into the classrooms from 8.30am, when the gate opens.
- ❖ Duty staff will be in the playground from this time.
- ❖ Reception children can be accompanied to their classroom until half term when parents are asked to say goodbye at the gate.
- ❖ Morning break is fifteen minutes long. Lunchtime runs from 12.00pm until 1.00pm. Reception and KS1 have an additional 10 minute break in the afternoon.
- ❖ Children are given a healthy snack in the morning.





## THE SCHOOL DAY - 2

- ❖ Lunch break, taken in the main hall, is from 12-1pm.
- ❖ At lunchtime, children are organised into family groups of mixed ages.
- ❖ The teaching day ends at 3.15pm. and Early Years pupils should be collected from their classroom.
- ❖ After school care: until 5pm

# FORMS TO RETURN

- Data collection
- Photo permissions
- Second hand uniform
- Medical needs



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# Reception Team

## CLASS TEACHERS

Mrs Price (EYFS assessment lead) Mon – Wed

Miss Lee (Phonics lead) Wed-Fri

## Nursery Nurse

- Mrs Entwistle (S&L assessor ) Mon, Wed & Fri

## Learning Support Assistant

- Mrs Maxted and Miss West



## Early Years Foundation Stage Curriculum

There are 3 prime areas of learning and 4 specific areas of learning

### Prime Areas –

- Personal, Social and Emotional Development
- Physical Development
- Communication and Language

### Specific Areas-

- Literacy
- Mathematics
- Understanding the World
- Expressive Arts and Design





## Every Child A Reader and A Writer

**The teaching of phonics in the Early Years is vital in learning to read and write.**

You will be invited to attend a workshop in the first half-term and children are expected to practise their skills at home.

We aim for every child to be a reader and writer by the end of Reception as the early years are crucial.

Oracy and Language plays a vital part in extending your child's vocabulary so we screen all children in reception for speech and language to identify any underlying difficulties.



## CURRICULUM ORGANISATION - ASSESSMENT

- ❖ Teachers plan weekly often drawing on the previous week's learning and achievements
- ❖ We encourage parents to take an active role in their child's learning (helping out, bringing in items to support weekly plans)
- ❖ We observe the children regularly in order to inform future planning taking into account their individual interests
- ❖ Tapestry – we use an online platform to share your child's development both at home and at school. Parents will be sent individual login details



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- ❖ ***Mrs Marion Filmer – Chair of Governors***
  - ❖ ***VACANY– Headteacher,***
  - ❖ ***Miss Elizabeth Andrews– Assistant Headteacher, (Inclusion and Pastoral) SENDCo and Designated Safeguarding Lead Officer***
  - ❖ ***Madame Starling – French Rec – Y6. German Y3-6***
  - ❖ ***Mrs Gorham–Music lessons, Collective worship and musical productions throughout the year.***
  - ❖ ***Mrs Birch- PE teacher***
  - ❖ ***Mr. Entwistle – Specialist Sports Coach and Swimming teacher.***
- Peripatetic teachers – fees applicable from Y3
- ❖ ***Mrs. Stanley - Violin Teacher***
  - ❖ ***Miss Nicol - Flute and Piano Teacher***



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## ACTIVITY WEEKS

Each term we spend approximately one week completing a whole school topic. Not only do these occasions provide the children with very valuable, enriching learning opportunities, but they are great fun too.

**Autumn Term:** Healthy Living and Mindfulness (Physical, Mental and spiritual). Black History week

**Spring Term:** Financial Capability, Cycling Proficiency, Road Safety, CPR, Meditation / Mindfulness. Around the world. Careers

**Summer Term:** Growth Mindset Week, St. Mark's Week, World of Work ...celebrating the year's achievements



And a thought to leave you with .....

*If a child lives with criticism,  
He learns to condemn.*

*If a child lives with hostility,  
He learns to fight.*

*If a child lives with ridicule,  
He learns to be shy.*

*If a child lives with shame,  
He learns to feel guilty.*

*If a child lives with tolerance,  
He learns to be patient.*

*If a child lives with encouragement,  
He learns confidence.*

*If a child lives with praise,  
He learns to appreciate.*

*If a child lives with fairness,  
He learns justice.*

*If a child lives with security,  
He learns to have faith.*

*If a child lives with approval,  
He learns to like himself*

*If a child lives with acceptance and friendship,  
He learns to find LOVE in the world.*





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