

# All Saints Catholic Primary School



Voluntary Aided school

All Saints RC Primary  
Heol Yr Ysgol  
Ebbw Vale  
Gwent  
NP23 6QP  
Tel no 01495 303631

E-Mail [allsaints.primary@blaenau-gwent.gov.uk](mailto:allsaints.primary@blaenau-gwent.gov.uk)  
Website: [www.allsaintsrcprimary.co.uk](http://www.allsaintsrcprimary.co.uk)  
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Headteacher: Mr J Price BSc (Hons), PGCE, NPQH  
Chair of Governors: Mrs P Zagozda

**CARING SHARING LOVING**

**Sept 2022**



# Welcome

Welcome to All Saints Voluntary Aided Catholic Primary School. This prospectus is designed to give you an insight into our school. It will help you to make one of the most important decisions you will ever have to make. I hope it will help you to decide that All Saints is the best school for your child.

Our school life is based on Christian Values. We recognise and respond to the needs of the whole child and develop each child's potential as an individual, with staff who have high expectations and who encourage children to become independent, resilient, and well-motivated individuals.

We develop happy, fulfilled, well-educated and confident children in a secure, caring, disciplined environment with our Faith as the focus of our actions. We place great emphasis on forming each child to become a valuable member of the school community. Building relationships and moral values are based on the Christian message.

Many visitors to the school comment on the warm welcome they receive and the politeness of our pupils. Our school vision of 'Trusting in Jesus through being brave with our endeavours in a supportive and caring environment,' is always evident and is central to the development of each pupil and to affirming the importance of every pupil's dignity and worth.

Education is a partnership between home, school, community, parish and beyond. Parents are welcome partners in the education of their child and in the development of our school family.

We offer a range of extra-curricular activities, which include the opportunity to learn a musical instrument, sing in the choir, participate in sporting activities and contribute to the life of the local community. We have gardening, art, Performing Arts and ICT clubs.

All Saints School is a Roman Catholic School, and welcomes children who are both Catholic or of other faiths or no faith. We are happy to provide an opportunity for parents to visit our school and experience for themselves the calm, welcoming Christian ethos and work ethics and show them the facilities that All Saints can offer their child.

The Governing Body are keen to foster all aspects of school life and are particularly interested in the maintaining of high standards of work and personal behaviour set in the context of our Catholic Faith.

Mr. J Price (Headteacher)



# All Saints Catholic Primary School

## Mission Statement

### CARING SHARING LOVING



All Saints Catholic Primary School is just like a family, where everyone is welcomed, respected and cared for.

Love is at the heart of everything we do, learning and living by Jesus' example in the Gospels.

We believe that everyone is a child of God.

We respect, value and appreciate all members of our community.

We recognise that all of our pupils are unique and precious and so we strive to meet their needs and develop their individual gifts.

We aim to instil in each child a positive attitude to learning and an ability to face challenge with enjoyment.

We will nurture an attitude of respect towards all people and celebrate the uniqueness of the individual.

We are committed to high standards, encouraging individual excellence by supporting each child to achieve the best of which he or she is capable.



## Aims

In light of the Mission Statement the School aims to:

- Begin the process of educating the whole person, integrating each child's spiritual, intellectual, moral, social, cultural, aesthetic and physical development so that each one achieves his/her full potential and that fullness of life which God intended: in this endeavour, to encourage a real interaction between home and school.
- Pass on knowledge and understanding of the Roman Catholic Faith, uphold the Church's teaching and values and make prayer, worship and liturgy a real experience and an integral part of school life.
- Be a caring, courteous and disciplined community where relationships are formed and conducted according to Christ's Law of Love.
- Encourage the school as a whole and as part of a wider community, by contributing to appropriate activities (such as charitable projects, social, sporting and cultural activities), so that every child becomes more aware of his/her Christian responsibilities to society

## Values

- All Saints is committed to nurturing and enhancing each child's academic and social development.
- The school seeks to treat and recognise the children as individuals, developing their talents through a broad range of curricular and extra-curricular activities, the aim being to prepare them thoroughly for their transition to Secondary school at the age of eleven.
- All Saints is noted for its happy, caring environment. Socially, much emphasis is placed upon developing the children's characters.
- You are probably asking what makes us different from other schools. The simple answer is: "our children" – young people of whom you can be proud, and who can be proud of themselves.
- Visitors to All Saints are immediately struck by the friendly atmosphere of the school, the support that everyone gives to each other, and the fact that the children clearly enjoy life at school. Our children are encouraged to be confident enough to know their own talents, and develop a desire to live life to the full.



<u>GOVERNOR</u>	<u>TYPE</u>	<u>START DATE</u>	<u>END DATE</u>
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#### THE GOVERNING BODY

Mrs P. Zagozda	FOUNDATION	01/09/2018	31/08/2024
Mrs M. Beecham	FOUNDATION	01/09/2018	31/08/2024
Mrs C. Burke	FOUNDATION	01/09/2018	31/08/2024
Vacancy	FOUNDATION		
Mrs J Thomas	FOUNDATION	01/02/2019	31/08/2025
Mr T Rees	FOUNDATION	01/05/2022	30/06/2026
Mrs. M Clegg	FOUNDATION	01/05/2022	31/08/2026
Mrs. L Newall	LEA	01/05/2022	09/05/2026
Vacancy	LEA		
Mr. J Price	HEADTEACHER	01/09/2021	31/09/2025
Miss R Meadows	TEACHING	01/01/2022	30/01/2026
Mrs T Rees	TEACHING	01/02/2018	31/01/2022



## Who's who at All Saints?

Mr. J Price	Headteacher	SLT
Miss R meadows	Deputy Headteacher	SLT and Year 5 Teacher
Miss F Basini	Senior teacher	SLT and Nursery teacher
Mrs N Davies	Clerk	Whole School
Mr D Butler	Reception	Teacher
Mrs. D Storey	Year 1	Teacher
Miss C Mayo	Year 2	Teacher
Miss R Meadows	Year 3	Teacher
Mrs. L Lloyd	Year 4	Teacher
Mr. A Davies	Year 5	Teacher
Mrs N Webb	Year 6	Teacher
Mrs. C Marshall	Nursery	Teaching Assistant
Mrs. C Baker	Nursery	Teaching Assistant
Miss F Hapgood	Nursery	Teaching Assistant
Miss. L Knapp	Reception	Teaching Assistant
Miss C Stokes	Year 1	Teaching Assistant
Mrs. N Hayward	Year 1	Teaching Assistant
Mrs. R Holl	Year 2	Teaching Assistant
Mrs. N Hayward	Year 2	Teaching Assistant
Miss J McCloy	Year 3	Teaching Assistant
Mr B Davies	Year 3	HLTA and PGCE Teacher
Mrs K Suter	Year 4	Teaching Assistant/HTLA
Miss C Fry	Year 5	Teaching Assistant/HTLA
Mrs T Rees	Year 6	Teaching assistant (PT)
Mr R Phillip	Intervention Teacher	Teaching Assistant

### **Administration**

Mrs. N Davies

### **Catering**

Mrs L. Trigg Cook

### **Senior supervisor**

Mrs T. Whitehouse

### **Caretaker**

Mr R. Upham and M rs T Watkins

### **Cleaners**

Blaenau Gwent

### **Crossing patrol**

Mr. R Ingles

# Admission policy

## Age range 3- 11years

Number on roll 213, including Nursery (May 2022)

With regards to all admissions matters, the Governing Body is aware the school was founded by the Church for the purpose of providing a Catholic education for Catholic children. However, the Governing Body is also aware of the obligations and duties placed upon it by the repeal of Section 91 of the 1998 Education Act under Section 49 of the Education Act 2002 and the School Admissions Code 2013, all admissions strictly adhere to these obligations and duties.

The Education Act 1980, Section (6), gives the right for parents/carers to express a preference as to which school their children attend. If the number of applications received for September (2018) matches or is below our published planned admissions number then places will be allocated to all applicants. In the event that the applications for places exceed the published planned admission number the following Oversubscription Criteria will be applied:

### Oversubscription Criteria

Where the number of applicants for admission exceeds the number of places available, places will be awarded to applicants in the categories in the following order of priority.

1. Roman Catholic children previously or currently looked after by the Local Authority.
2. Looked after children from other or no faiths, previously or currently looked after by the Local Authority.
3. Baptised Catholic children whose families are resident in the parish of All Saints Ebbw Vale.
4. The Baptised Roman Catholic children residing outside the catchment area.
5. The non-baptised children of Roman Catholic parents residing in the catchment area of the school.
6. The non-baptised children of Roman Catholic parents residing outside the catchment area of the school.
7. Siblings (e.g. full, half or step brother/sister, adopted or fostered) of Non-Catholic children who are already pupils in the school.
8. The Governors will consider applications for:
  - (a) Non-Catholic children whose parents are seeking a Christian education for their children.
  - (b) Children of other Christian denominations.
  - (c) Children of other world faiths.
  - (d) Non-Catholic children for social reasons.
  - (e) Children who have an exceptional medical or social need.
  - (f) Children of ethnic or minority origin.

### **Moving From Nursery To Reception Class**

Admission to the School's Nursery does not guarantee a place in the Reception class. The governing body asks all parents to make a separate application if they want their child to move from Nursery to Reception Class.

### **Twins/Multiple Births**

Where there are twins or multiple birth children wanting admission and there is only one single place left within the admission number, then the Governing Body will exercise as much flexibility as possible within the requirements of Foundation Phase and Key Stage 2 class sizes. In exceptional circumstances we are now able to offer places for both twins and all triplets even when this means breaching class size limits. This may also apply to children who are siblings within the same year group.

### **Tie Breaker**

If the governing body are unable to admit all applicants who fall into the lowest criterion, a tie-breaker will be applied where priority is given to children who live closest to the school, the distance being measured via a safe walking route, using a digital mapping system.

### **Waiting Lists**

Where a place has been refused, the application will be placed on a waiting list. Applications received in the normal allocation of places will remain on the waiting list until September 2018. Applications received outside of the annual allocation of places for in year admission will remain on the waiting list until the end of the term in which the application is made. After this time parents will be expected to make a further application for admission.

### **Right of Appeal**

If a child is refused a place the parents/guardians have the right to appeal within 14 days and this in turn will be heard within 30 school days. All appeals will be heard by an independent panel. The process will be as follows:

- (a) The appeal must be in writing to the appeals committee stating the grounds for appeal.
- (b) The applicant must be given the opportunity to appear before the appeals committee.
- (c) The applicant will be allowed to be accompanied by a friend or relative.
- (d) The majority of votes cast will inform the decision, in the event of a tie, the chairperson (independent) will have the casting vote.
- (e) The committee's decision will be conveyed in writing to the applicant.

All appeals must be sent to: The Clerk, Appeals Committee, All Saints Catholic Primary School, Heol Yr Ysgol Ebbw Vale NP23 6QP



## Visiting the school

Should parents wish to visit the school before deciding whether they wish their child to attend, we are always delighted to see them. Please ring Mrs. N Davies (01495 303631) who will make an appointment for you.

## School uniform

Pupils are expected to wear the recommended school uniform, all available to order from school office.

**Winter :** black skirt/trousers/ White shirt/polo shirt/ blouse/ red school sweatshirt

**Summer:** Red/white check dress (optional)/ Short sleeved white shirt or polo shirt/ Black skirt/ Black shorts

P.E. Black shorts/ Plain white T-shirt (polo or round neck) and trainers

Jog suits should be worn for outdoor activities.

PE Kit with school logo and PE bag can be bought at school.

Outdoor Clothing- Items worn to and from school are not regulated and the school relies on parents to select appropriate items.

Jewellery-We would be grateful if parents would discourage children from wearing jewellery.

No drop earring or other piercing are permitted for health and safety reasons.

Any stud earring must be removed on PE and swimming days

No outlandish hair cuts this includes no died hair or tram line designs shaved into the hair etc. are permitted.

## Attendance

The importance of regular attendance cannot be stressed sufficiently. It is a vital ingredient for success.

The School operates the First Day Response system and parents are required to contact the school by 10:30am to explain their child's absence. If there are medical grounds for a child not being able to participate in the curriculum

(e.g. swimming) parents are asked to write an explanatory note. Any absence deemed unauthorised will be reported to the Educational welfare officer, who will write or visit the home. The school runs the Callio system to monitor absence and inform parents.

**Attendance for** .....%

**Target attendance** .....%

## Punctuality

Parents are asked to co-operate with the school to ensure their children arrive at school on time. Parents are requested to send their children to school no earlier than 10 minutes before school begins.

There is currently a breakfast club. Registered children (2022 post -Covid) should arrive at school between 8:20 am and 8:40am. Serving of food ends at 8:40am. (These times and allocations will subject to change.) Please see the weekly newsletters for updates.

No child should be 'dropped off' at the school gate. It is the parents' responsibility to ensure that their child has entered the school safely.

Pupils should be in school by 8:55 am in the morning and by 1:00pm in the afternoon (Infants), 1.15pm (Juniors).

## School Hours

School begins at 8:55am when the children have registration. The daily timetable for lessons is then followed including assembly or class worship. Morning school lasts until 12.00 pm for infants and 12:30pm for Years 3,4,5,6 with a mid-morning break. Nursery, Reception, Year 1 and Year 2, all have afternoon break. Afternoon school ends at 3:15pm There is no afternoon break for Years 3,4,5,6

Morning Nursery is from 8.55am until 11.45am and afternoon nursery is between 1:15pm and 3:15pm

### **Total hours spent on teaching**

Nursery, Reception, Years 1 and 2– 21 hours

Years 3,4,5,6 – 23.5 hours

## Building Relationships (formally known as Discipline and Good Behaviour)

### **Aims and expectations**

To develop children who are ready to lead fulfilling lives to become ambitious and capable, enterprising creative contributors, healthy confident individuals, ethical, informed, citizens

- To develop the child's awareness of truth, mutual respect, integrity, compassion, humour and tolerance.
- To foster an attitude of care and love for one another by example, and in the teaching of the catholic doctrine.
- To create a happy environment where everyone feels loved, cared for and safe.
- To show each individual that they are a very special person, with qualities of their own.
- To show that everyone is cared for – pupils caring for pupils, pupils caring for staff, staff caring for pupils and staff caring for staff.
- To reward good behaviour as a means of promoting such behaviour.
- To promote positive behaviour management, and to look at what a child can do, not what he/she can't do.
- To encourage acceptable behaviour rather than simply punish bad behaviour by providing a range of rewards for children of all ages and abilities.

## School meals

Children may purchase a school dinner (Currently £2:40 per day) or bring a packed lunch from home. Drinks must be carried in well-sealed containers: glass bottles are not permitted. Menus for the week are displayed in the school reception area. The school operates an electronic system. The machine to pay for dinners is located in the Reception. Blaenau Gwent Catering run the school meals at the school.

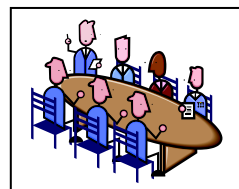
Dinner supervisors and support staff have charge of the pupils who stay at mid-day.

We are a Healthy School and packed lunches should as far as possible be healthy options with **no sweet fizzy drinks or chocolate or sweets.**

## Breakfast club

Breakfast club takes place every morning during term times from 8:20a.m. – 8.40a.m.

Any child wanting to take part in this club needs to obtain a form from the school office.



## Security

All entrance doors have been fitted with security locks and CCTV cameras surround the school site.

The school follows a set of security procedures, which are familiar to all staff and pupils. Visitors to school can only enter via the main entrance, and must sign the visitor's book or sign in electronically.

## Severe weather

If there should be a severe fall of snow during the night or at the beginning of the school day or if a red weather warning is issued, parents should visit the school web site:

allsaintsrcprimary.co.uk. Parents will also be sent a text message or a message via clasdojo. It is the responsibility of the parent to notify the school office if there is a change of telephone number or contact details.

There is also a snow site established on Blaenau Gwent website where parents will be able to see all school closures.

## Visitors

Sometimes members of interesting trades and professions are invited to talk to the children and perhaps give demonstrations in connection with a topic of study. We would welcome offers of help from parents who have interesting occupations or special interests, which would appeal to the children.

## Links with All Saints RC Church.

[www.trev.org.uk](http://www.trev.org.uk)

Pupils work with the Parish Priest (Father Richard) and Parishioners on a regular basis. There is Mass at school and at special times of the year the children visit church. Children support a variety of charities that might be linked to church.

## **Pastoral care**

Teachers are responsible for the general welfare of pupils in their class. In addition, there are regular discussions between every teacher and the Headteacher ensures as full and as accurate a picture as possible of all aspects of the care, development and progress of each child. It is school's policy to involve parents at the earliest opportunity should there be concerns over any aspect of a child's behaviour or emotional state which is affecting their education.

## **Racial Harassment**

All forms of racial harassment are addressed. Every child/adult has the right to expect respect for their language, culture, identity or religion. No form of abuse will be tolerated. Staff and pupils are educated to understand the needs of different ethnic groups in society. All Saints is a Rights Respecting School (since Sept 2021).

Incidents of racism are reported to the Local Authority.

## **Equal opportunities**

We aim to meet the needs of all our children equally, regardless of ability, race, gender or social background, and to establish a climate within the school, which encourages the development of the relevant attitudes and skills to achieve this.

We regularly examine the ethos we portray both to the outsider and within, providing anti-racist, anti-sexist perspective in the content of the curriculum, the resources we use and their match to identified needs.

Equal opportunity principles are kept in mind when school organisation is being planned. Classes are organized into year groups, although occasionally adaptations may have to be made because of staffing ratio restraints or disproportionate numbers.

All pupils share opportunities for performing special tasks, and strategies are used to ensure that gender stereotyping is avoided. Pupils' strengths and weaknesses are identified so that full potential is realized. Support for special needs is provided. A conscious effort is made to avoid the separation of boys and girls, particularly in groups.

The school cultivates an unprejudiced, unbiased environment where adults and children feel comfortable, happy, secure and proud of their own identity. The school has an Equal Opportunity Policy and Accessibility Plan.

## **Policy on Disability**

"Blaenau Gwent County Borough Council and its schools are committed to promoting Disability Access and providing equality of opportunity for disabled people in the services that are provided.

The Council aims to ensure that disabled people and carers have access to services in the same way as non-disabled people. Issues regarding equipment, physical access and user services will be addressed.

The Disability Discrimination Act 2005 replaces the Disability Discrimination Act 1995 and: -

“Makes it unlawful for a school to discriminate against a disabled person in carrying out its functions”.

All Saints Catholic Primary School will fulfil its responsibilities by: -

- Taking full account of the Disability Discrimination Act 2005 when carrying out its functions.
- Requiring that Health and Safety legislation needs to be adhered to.
- Recruiting the best person for the job by ensuring adherence to Equal Opportunities Policies.
- Providing the same standard of service to everybody.
- Ensuring that the needs of disabled people, pupils and students are met.
- Facilitating relevant training and development opportunities.
- Being involved in a Local Forum involving disabled people who are linked to the educational environment. This forum will enable the members to have a say in service provision across the Council and its schools.

A Disability and accessibility policy and action plan is available on request.

## Child Protection

The Children’s Act 1989 requires safety and welfare of the child to be of paramount importance; it overrides all other considerations. All schools are legally required to follow the procedures of the All Wales Child Protection Guidance 2008, and guidance in “Keeping Learners Safe.” The designated safeguarding officers have a duty to report any obvious or suspected cases of child abuse or neglect, which includes non-accidental injury, severe physical neglect, emotional abuse, and/or sexual abuse. By doing this, it enables children to have optimum life chances.

The procedures are in place to protect any children at risk and to maintain a safe learning environment for children and young people, identifying where there are child welfare concerns and taking action to address them.

The school may be required to share information with other agencies if necessary.

The Safeguarding and Child Protection Policy is available in school and on the school website for anyone to read.

**Parents or carers should understand that if a referral is made to Children and Young Peoples Services or the police, it has been made in the best interests of the child** and that the school may be involved in any child protection enquiry or police investigation in relation to their child’s welfare and educational progress.

Any member of staff who witnesses signs of abuse will immediately report to Mr. J Price, who is the designated member of staff, responsible for child protection and in his absence Mrs. F Basini. (Tel: 01495 303631).

Mrs Sarah Dixon is the Local Authority Child Protection Officer. She can be contacted on (01495 357890)

The Safeguarding Governor is Mr T Ress

The designated Looked After Children's co-ordinator is Miss F Basini.

## School Governors

Under the present Education Act all schools will have at least one parent governor who will be elected democratically by parents of the school. The parent elected will stand for a period of four years. There are two Parent Governors, one is Mrs E Thomas and the other Mrs T Rees. The present Governing Body meet once every half term and on additional dates for sub-committee meetings and extraordinary business.

## School Inspection

The school was inspected in March 2016 by a team of inspectors from ESTYN. The school was judged to be **Good** for current performance and **Good** for prospects. Any parent wishing to read the report may obtain a copy from the school office.

The report may also be accessed via the ESTYN website:

<https://www.estyn.gov.wales/provider/6773315>

The school also had an RE Section 50 inspection in November 2016 and the school also achieved Good standards in RE with Good Prospects. <http://www.rcadcschools.org>

## Sex and Relationships Education (RSE)

Sex and Relationships Education is set within a comprehensive cross-curricular programme of Personal, Social and Health Education. We use approved schemes of work which covers the physiological aspects of sexual development and addresses the issues of gender in a personal, social and societal level. The school follows guidance from the Archdiocese in the teaching of sex and relationships education.

The Governors feel that sex and relationships education will express the teachings of the Catholic Church. It will:

- be taught according to the age and development of the child providing a graduated learning experiences appropriate to the needs of the pupils, in order to assist them to come to terms with their own sexuality.
- encourage discussion and examine opinions and concepts to enable pupils to communicate their feeling about themselves and for other people in an appropriate and acceptable way.
- put forward factual knowledge and explore the facts within the framework of the Church's teaching to build caring, responsible relationships within the home and outside the family and to prepare them for committed adult relationships.
- enable pupils to learn about and as far as possible, manage effectively the developmental changes of adolescence.

The school policy is currently under review in the Archdiocese and further information will be given to parents as new policy is adopted.

## **Additional Learning Needs**

On entry into school nursery/reception class children are assessed using a baseline assessment. This helps to give a picture of the child's needs. This profile of the child is discussed with the Special needs co-ordinator or the Headteacher (Miss Meadows or Mr. J Price) and with the child's parents and where necessary a programme of work is drawn up and support arranged. Where there appears to be problems that the school alone are unable to meet, then the support of external agencies may be sought i.e. Educational psychologist, Advisory teachers or Hearing-impaired services.

If a parent has particular concerns about their child's needs on entry to school then it is advantageous to report this at the induction meeting so that the school can be prepared to meet these needs.

During the year the child's class teacher may also flag up difficulties which will be reported to the Special needs co-ordinator. The parents will be informed and appropriate intervention will be provided.

On entry into the school, if a parent has a concern about their child, it would be most beneficial if they informed the school.

## **Inclusive grouping of children**

More able pupils can be defined as pupils who demonstrate a significantly higher level of ability than most pupils of the same age in one or more of the curriculum areas or in any of the following: However, the term "more able and talented" can be in any area in which a child excels. At all times the needs of the children, whatever their ability, are catered for through careful differentiation. Pupils may be grouped according to ability or not. This allows for the more able pupils to work with other pupils of similar or differing ability.

Within the school, we seek to identify our children who are more able and talented. This can be in any field whether academic or creative. We aim to ensure that every child reaches their potential.

## **PARENTS/SCHOOL COLLABORATION**

### **Access to school records**

It is the policy of the Governing Body to allow the parents or guardians of pupils in this school access to the curricular and educational records of his/her child (ren).

The educational records are those authorised by the County Borough of Blaenau Gwent to be kept on each pupil. Together with any information that has been provided by an employee of the Authority.

Given due notice, the Headteacher will provide parents or guardians of their child's educational achievements in the National Curriculum attainment levels. The governors require that the Headteacher provide these records within 15 days from the date of the request.

The Governors also require that the educational and curricular records of any pupil be sent to the Headteacher or Governing Body of any school, state or independent to which the pupil is transferring.

The governors and staff will make every effort to protect the confidentiality of all the pupils in their care, including:

- a. Records concerning another pupil.
- b. Probation or court records.
- c. Reports from social services.
- d. Any information relating to actual alleged or suspected child abuse.

## **Annual school events**

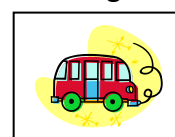
Parents and friends of the school are welcome to join the following celebrations:

School Masses, Sunday Mass, Harvest festival, Christmas concerts/carol service, St David's day celebrations and end of year Mass, Class assemblies, Sports days, Annual presentation of Awards. (dates and times given in termly news letter and web page [www.allsaintsrcprimary.co.uk](http://www.allsaintsrcprimary.co.uk))

As a Catholic school we expect parents and guardians to respect our faith and attend mass frequently and especially at special times of the year.

## **Bullying**

The school has an anti-bullying policy, which is implemented by all staff and is available for parents to view on request. Parents are encouraged to report any incidents of bullying to the Headteacher immediately and an investigation will be held. Parents of children found to be bullying others will be informed of the sanctions undertaken. The school will not tolerate any kind of physical, verbal or cyber bullying by any pupils and all incidents are taken seriously. Parents are discouraged from telling their children to hit back but rather they should encourage their child to report any incidents to an adult at school.



## **Charging policy for educational visits /activities**

The Governing Body recognises the valuable contribution that the wide range of additional activities, including clubs, educational visits and residential experiences, can make towards pupils personal and social education.

The Governing Body aims to promote such activities both as part of a broad balanced curriculum for the pupils of the school and as additional activities.

Any activity, which takes place mainly during school hours or is an essential part of the curriculum will be provided free of charge.

However, parents will be invited to make a voluntary contribution towards the cost of some activities. All pupils in the designated classes or groups will participate in such activities. No pupils will be excluded or treated differently if his/her parents are unable or unwilling to make a contribution. If sufficient contributions are not pledged then the activity might not take place.



The school fund or Pupil Development Grant funding may subsidise an activity where there is a short fall occasioned by insufficient income from voluntary contributions. We feel it is important to provide exciting experiences to enrich the lives of the pupils.

## **Charity collections**

It is the policy of the school to take part in at least three charity collections throughout the school year. The support of our parents in this and the amount of money raised is a credit to them.

Charities supported include for example CAFOD, the NSPCC, MacMillan Cancer, Downs Syndrome, Children in Need and Mission Together.

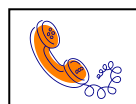
## **Complaints procedures**

We hope that you will be happy with the education that your child receives at All Saints. However, if you are dissatisfied in any way, you should first discuss the matter with your child's class teacher or the Headteacher. It is expected that the Headteacher, following discussions with parents and staff will initially deal with all complaints. If the matter remains unresolved it may be brought to the attention of the Chair of the Governors. Governors have set up panels to deal with complaints, which fail to be resolved informally. For further information see the School Complaints Policy.

## **Consent forms**

Parents are asked to sign consent forms for all educational visits by transport or undertaken by their child. A general form may be used for regular visits to for example the swimming pool. Permission forms giving permission for Photographs to be taken will also be required to be submitted. If you have any concerns regarding this please contact the school.

## **Emergency telephone numbers**



It is essential that all parents complete the emergency telephone record so that they may be contacted at a moment's notice in the event of an emergency. The school must be notified immediately of any change of address or telephone number.

## **eSafety**

The school has an eSafety Policy which parents are asked to support. Information on social media/internet use will be sent out regularly to keep parents informed. It is available at school or on the School Website. If parents have any concerns about school it should be addressed in school not on social media.

## **Home school agreement**

The school encourages you to enter into an agreement of partnership. Staff and governors consider support of parents /guardians as being essential to fully develop our children.

Home/school agreements are given out at the induction meeting or when a child joins the school. (See Appendix 1)

## **Homework**

Homework is set across the school. In setting homework we aim to:

- Promote positive attitudes to work and school.
- Raise achievement of all pupils
- Consolidate and reinforce skills and understanding in literacy and numeracy and across the curriculum
- Encourage and develop independent learning
- Increase self-discipline
- Develop the home/school partnership
- Prepare children for secondary transfer in Year 6

We actively encourage children to support reading and topic work throughout the year. We also expect all children to take home a reading book to read with their parents. Homework is set relating to core subject and topic work.

For further details a copy of the homework policy is available on request.

## **Illness and Accident at school**

If a pupil is ill or has an accident at school, we will contact you as parent/guardian to collect your child or in an emergency we will bring the child home. Details of daytime telephone numbers to contact are necessary and the school should be advised immediately of any changes. Parents are always informed when there has been a head injury.

## **Involving parents in the life of the school**

We care about our parents and feel it is vital to develop an understanding partnership with you. We hope you as parents, care about our school and support us in every possible way. Our aim is successful home-school relationship and to achieve this, parents and teachers need to co-operate fully with each other, and your child/children need to feel confident that both are working together in his or her best interest.

The school operates an open door policy and parents are genuinely welcome to contact the Headteacher when there is any matter, however trivial, causing concern about your child's education, behaviour or attitude.

Parents are invited into school many times during the school year to share in the Academic, Cultural and Catholic life of the school.

There will however be occasions when the head or senior management team are not immediately available and it is always preferable that an appointment is made before hand.

## Lost property

Any pupils' belongings which are mislaid should be reported to the office immediately.

**Please refrain from sending in valuable** toys equipment etc as the school or authority cannot take responsibility for them.

All articles of clothing should be clearly marked with the child's name.

## Parent teacher consultations

There are three formal meetings with parents during the year. One consultation is held during the first half of the Autumn term, one in the Spring Term to view books and one in the Summer Term to discuss reports. If, however parents or teachers are concerned about any aspect of the child's school life, appointments can be made to discuss any issues. We have an Open-Door policy.

All parents/guardians will receive an annual school report during the second half of the summer term.

## PTA

There is a Parent Teachers Association in school which is always open to new members. Please contact the school if you would like to be involved. They run events such as family bingo nights and school discos. All members need a safeguarding DBS and two references.

## Reports

All parents will receive a written report on their child's progress and attainment in Curriculum subjects towards the end of the summer term. Parent consultations will then take place after reports have been sent so that parents can have the opportunity to discuss the report with the class teacher.

## ORGANISATION & CURRICULUM

Areas of learning and experience

Curriculum for Wales (September 2022) organises learning around six areas of learning and experience (AOLEs) which are:

- [Expressive Arts](#)
- [Health and Well-being](#)
- [Humanities](#)
- [Languages, Literacy and Communication](#)
- [Mathematics and Numeracy](#)
- [Science and Technology](#).

The school is currently working towards implementation of the new curriculum using various approaches to teaching and learning in the new areas of learning.

Please see <https://hwb.gov.wales/curriculum-for-wales/a-new-curriculum-in-wales-a-guide-for-parents>

## Religious Education

Religious Education is at the heart of the school ethos. It forms 10% of the taught time at the school. As a Roman Catholic School, we put great emphasis on celebrating the work of God our Father in our lives, through the example of Jesus Christ. We try to live the message that Jesus gives to us "Love one another as I have loved you." The school uses the "Come and See" RE programme approved by the church for use in schools in England and Wales. The scheme is taught through themes on an annual basis. We also use the Fertile Heart programme of work together with "TEN TEN" from Reception to year 6.

Children are encouraged to talk and reflect about their faith and learn about the faith of the Church. Active links between home, school and parish are encouraged.

Mass may be said in school or the children visit church.

Children are reminded of their responsibility as members of the church community and we encourage parents to become involved in the life of their parish. Faith begins at home!

The Parish prepares children for the sacraments and children learn about sacramental preparation in school. This means a considerable commitment on behalf of the parents – the school aims to support the parents in making this commitment. This commitment is for life.

As part of our commitment to serving others, we have a Mini Vinnies group established at school and they meet with their co-ordinator Mrs Storey, on a regular basis to plan and implement actions for school improvement and helping others.

This group is part of St. Vincent De Paul Society.

## Worshipping Together in School

The children pray together throughout the day at various times. Whole school worship takes place throughout the week:

Monday	-	Whole School Assembly: Class rota (led by Children)
Tuesday	-	Class Worship (in class)
Wednesday	-	Class Worship (in class)
Thursday	-	Whole School Assembly Mr. Davies and Mrs. Storey
Friday	-	Celebration Assembly: Miss Meadows/Mr. Price FP Ms Basini

## Welsh

Welsh is taught as a second language throughout the school. Pupils are taught welsh from Nursery to Year 6. Incidental Welsh plays a major role in the life of the school and children learn through song, reading, writing, speaking and role play. Welsh labels and signs are evident

throughout the school. The children are also taught about the history, geography and culture of Wales. Children take part in the Welsh Eisteddfod each year.

Children with a statement, which specifically states that they have to be dis-applied from Welsh do not have to study the subject.

## **Music**

Music and song are part of the life of the school. Peripatetic music Teachers visit each week to give children the opportunity to play violins, percussion and ukulele. The children also take part in musical activities such as Taiko drumming and Samba. The choir sings in the community at Christmas and in Nursing homes.

## **Sporting Achievements**

We aim to provide a variety of games and activities in order to ensure an enjoyment of physical education and improve their performance. We regularly review our provision of equipment etc. and update our resources as or when necessary. Throughout the year pupils attend weekly swimming lessons, cross country events and inter school matches in netball and football are organized. Extra-curricular activities are run by staff during after school clubs. Pupils are awarded certificates and medals for their achievements and presented at the Annual Presentation of Awards.

After School clubs take place for rugby, football, cricket, cross country and netball. The school has a sports council that meets to discuss provision in and after school.

## **PERSONAL, SOCIAL AND HEALTH EDUCATION**

We aim to give pupils a greater understanding of themselves by covering aspects of diet, hygiene, emotional health and safety, and exercise. The School Nurse works closely with the school and attends to provide workshops for children and drop in sessions for parents. Many aspects of Health Education are covered in the Science Curriculum. We have a Health Week each year when we focus on Diet, Fitness, Dental Health and Safety. Organisations are invited into school to support this. The school is part of the "Design To Smile" Welsh Government project to improve dental health in the area. The school is accredited by the Welsh Government Healthy Schools Scheme. Personal and Social Education is taught through SEAL. This scheme covers other areas of Health such as Emotional well-being. We are also working closely with Blaenau Gwent Caterers to ensure school meals are inviting as well as meeting dietary requirements.

## **School Council**

All Saints Primary School has an elected School Council and a member of the Governing Body is encouraged to be part of this council. All of the pupils at the school are given a chance to vote for a boy and girl from their class after reading their manifestos. We, as a school recognise the importance of the pupils' voice and making them part of the decision-making process. The Council represents the pupils and puts forward new ideas, suggestions and ways of solving problems.

## **Eco Council**

We have an eco-council which meets and tries to encourage every pupil in our school to care for our environment. The council will help everyone to do this through giving information and by setting a good example. We will help pupils take part in Class Council meetings where everyone can contribute ideas and opinions. We want to make the world a better place and encourage pupils to become happy, healthy responsible citizens. We want to make our school a fun place to learn and grow and currently working towards obtaining the Green Flag Eco Award. The school has a service level agreement with Blaenau Gwent biodiversity programme to develop eco projects in school throughout the year.

## **ETHOS & VALUES OF THE SCHOOL**

At All Saints Roman Catholic Primary School, we aim to provide a broad, balanced and relevant curriculum. It aims to promote the intellectual development of your child but also aims to develop the spiritual, moral, social, cultural, emotional and physical development. We are a caring community, in which all individuals matter. Each pupil is equally important and equally valued. The children are encouraged to show respect and consideration to everyone. Other areas of school life help develop these attributes in a positive and progressive way.

## **Assessment**

Assessment is changing with the introduction of the new Curriculum for Wales. We are currently in the process of designing our own curriculum and assessment arrangements as a continuous process that covers all aspects/areas of School Life and children's dispositions as they progress towards the four purposes of the curriculum. Through on-going assessment, we hope to build a complete picture of a pupil's development, intellectually and emotionally, socially and physically. Assessment can take many forms such as marking, discussions with children and observation as well as more formal procedures such as testing. The children undertake National Literacy, Numeracy and Reasoning tests from Year 2 to Year 6 in May each year.

## **HEALTH AND WELFARE ISSUES**

### **Administering Medicines**

Staff do not routinely administer medicines. Where it is deemed that a child needs essential prescription medication and this cannot be given at home they will give medicines only when the parent produces the prescription and completes the appropriate form obtainable from the school office.

(See Welsh Government and Blaenau Gwent Policies)

### **Headlice**

Occasionally a parent notifies us that their child has headlice. When this occurs the school contacts parents by way of a standard letter asking them to check their child's hair and if headlice are found that they treat the hair with the correct forms of medication. Under no circumstances is any child ever identified to his / her peers that they have headlice.

## **Health Interviews**

Health interviews are available for all children of Reception Age. At various stages throughout their school life, pupils will have their eyesight tested by the School Nurse and their teeth examined by the School nurse.

There are Audiologist tests for all Reception pupils to identify hearing difficulties. Teachers may refer any pupils from their classes considered to be having difficulty hearing. Parents are advised if follow up treatment is needed. The school nurse holds drop in sessions for parents throughout the year. All pupils from Nursery to Year 6 are offered the flu vaccination in the Autumn Term following parental consent.

## **Toilet Facilities**

The school prides itself on clean and hygienic toilets. Blaenau Gwent Cleaning services and the school caretaker/cleaner ensure good standards of hygiene are maintained at all times. The school has two accessible toilets.

## **Welfare**

Our Educational Welfare Officer (EWO) liaises with all the schools in the Ebbw Vale area. Amongst his varied duties, he may be requested to visit the homes of pupils whose prolonged or frequent absences give cause for concern.

The school operates a first day response. Parents are asked to telephone the school by 10am on the morning of a child's absence. The school clerk will telephone if no one has informed the school.

Attendance meetings may be held at school to help support the family to improve their child's attendance. The school operates the Callio system of monitoring absences. Attendance is the key to learning!

## **SCHOOL EVENTS**

### **Book Clubs**

A 'Schools Book Fair' is invited to school at least once a year and parents with their children can purchase books on several Book Fair Days.

### **Holidays**

Dates of school holidays are given at the beginning of the academic year.

The school does not support parents taking the children out of school for holidays. Every day of learning is vital to a child's progress. However, there may be times when this is unavoidable. The Headteacher will decide whether or not to authorize the holiday and this may depend on prior attendance. Attendance should be above 95% before holidays are authorized. Holiday forms are available at school for parents to make a written request.

## Newsletters

A weekly and termly newsletter is distributed and held on the school website keeping parents fully informed of all developments, events and matters of concern.

## School Website

The school website has been established and information will be shared through this. [allsaintsrcprimary.co.uk](http://allsaintsrcprimary.co.uk) The school also has a twitter account. Communication with parents may be via letter, school website, classdojo or text to parents. Please contact reception with any change of contact details.

## Primary-Secondary Transition

The transition from any primary school to the secondary sector is a very important period in any child's life. It is the intention of the school to make this transition as smooth as possible by arranging times for Y6 pupils to visit the secondary school of their choice and to work alongside their secondary colleagues; encouraging continuity in curriculum, teaching styles and classroom organization; and encouraging the staff of the secondary school to visit to discuss pupil's progress. Teachers from the transition schools visit All Saints and provide support and resources for subject areas to enhance the curriculum. Any information from the secondary schools in our cluster about transition will be passed on to parents. Pupils transfer to Bishop Hedley, Merthyr Tydfil or Ebbw Fawr Learning Community, Ebbw Vale. Children will take part in the transition activities of both schools.

## Training Days

During the course of a school year the school will be closed for approximately six training days for staff training. Adequate notice of these closures will be given so those parents who are working can make alternative arrangements.

### School Term Dates 2022-2023

Date	Start	Half Term Starts	Half Term Ends	Term Ends
Autumn	02.09.2022	31.10.2022	4.11.2022	23.12.2022
Spring	09.02.2023	20.02.2023	24.02.2023	31.03.2023
Summer	17.03.2023	29.05.2023	02.06.2023	21.07.2023

There will be a training day on Monday 2<sup>nd</sup> Sept 2022 so the Autumn term will begin on Monday 5<sup>th</sup> September 2022.

6 Training days will be taken during the year. The school will let you know in advance when these will be



<b><u>Session Times</u></b>	<b><u>a.m.</u></b>	<b><u>p.m.</u></b>
Whole school	8.55	3.15

## **Access to information**

The following documents are available at any reasonable time to parents or anyone who wishes:

- The LEA's Strategic plan
- Statutory instrument's circulars and memoranda sent to the school by the Department of Education and the Welsh Assembly Government.
- Any reports of ESTYN and section 50 (RE inspection) which refer to the school.
- The policies and schemes used in the school showing how the curriculum will be provided.
- A statement about arrangements for Religious Education including the programme used in the school.
- A Governing Body's most recent annual report to parents.

### **GDPR**

Data Protection law has changed. For more information and access to privacy notices outlining how the school uses your personal data please go to the data protection section of the school website.



### **Home/School Agreement**

The White Paper “Building Excellent Schools Together” announced the Government’s intention to require all schools to have a written Home/School Agreement explaining the respective responsibility of schools and parents in raising standards.

#### **The school will aim to:**

- Provide its pupils with a Catholic Education in accordance with the Mission Statement and as detailed in the School Prospectus.
- Challenge your child to strive for the highest standard of personal, social and intellectual development and aim for excellence in all he/she does.
- Provide a broad and balanced curriculum to meet the needs of your child.
- Inform parents of their child’s progress through Consultation Evenings and annual written reports.
- Advise parents of any concerns the school may have with regard to their child’s social development or academic progress.
- Keep parents informed about general school matters through Newsletters and special notices.



**Signed:..... Mr. J Price (Headteacher)**

#### **As Parents / Guardians / We will:**

- Support the school’s Catholic mission and aims and encourage my child’s active participation in the religious life of the school.
- Support the school’s rules and policies for E Safety; behaviour, including the wearing of uniform, jewellery and medicines as detailed in prospectus.
- Make sure our child is punctual, attends school regularly, that the school is informed of changes in collection arrangements.
- Telephone the school prior to, or on the morning of, any absence and, on his/her return, provide a written note explaining the reason for the absence to his/her teacher.
- Inform the school about any concerns or problems which might affect my child’s work or behaviour.
- Support the school’s efforts to maintain high standards of work and behaviour.
- Do my best to attend Consultation Evenings and other meetings that may be held to discuss my child’s progress.
- Support my child with his/her homework, ensuring that it is completed and returned to school on time.



**Signed: ..... (Parent/Guardian)**

**I, the pupil, will try to:**

- Make use of the opportunities for prayer and reflection and living as Jesus teaches me.
- Follow the school rules which are there to keep me safe and happy;
- Be polite and helpful to others; allow teachers to teach and others in my class to learn.
- Respect teachers and adults who work with me and care for me
- Respect the views and opinions of others;
- Bring my PE Kit and all the equipment I need every day;
- Wear the school uniform and be tidy in appearance;
- Do all my class work and homework as well as I can;
- Take care of my own belongings and those of the school and other people
- Know my targets and try my best with class work and
- Treat the school buildings, furniture and books with care and respect;
- Keep the school free from litter;
- Be proud of being part of the school community.



**Signed:** .....(Child)