

*œ St Patrick's Catholic Primary School and  
Community Nursery œ*

# SCHOOL BROCHURE

**"Live, Learn, Love with Christ".**

We Live with Christ by creating a happy community with a strong sense of belonging.

We Learn with Christ by nurturing and celebrating our special talents and achievements.

We Love with Christ by respecting and caring for everyone.



**2017 - 2018**  
**Metropolitan Borough of Calderdale**  
**Diocese of Leeds**

**St Patrick's Catholic Primary School Brochure 2016/2017**  
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**METROPOLITAN BOROUGH OF CALDERDALE - CATHOLIC DIOCESE OF LEEDS**  
**ST PATRICK'S CATHOLIC PRIMARY SCHOOL**  
 Hullenedge Road Elland HX5 0QY  
 Telephone: (01422) 373104 Fax: (01422) 373651  
[admin@st-patricks.calderdale.sch.uk](mailto:admin@st-patricks.calderdale.sch.uk) ~ [www.stpatselland.org.uk](http://www.stpatselland.org.uk)

The following are the Key Officers of our Governing Body:

**Chairman of Governors**

Mrs N McCullough  
 c/o St Patrick's Catholic Primary School

**Clerk to the Governors**

Kirklees Governing Body Service  
 c/o St Patrick's Catholic Primary School

<b>Governor Name</b>	<b>Special Responsibility</b>
Mrs N McCullough	Chair of Governors
Father P Nealon	Foundation Governor
Mr M Bowden	Foundation Governor – Vice Chair
Mrs L Brown	Headteacher
Miss A Snape	Staff Governor (Support Staff)
Mrs C Lynch	Parent Governor
Mrs D Banasko	Parent Governor
Mr P Price	Foundation Governor
Mrs D Loftus	Foundation Governor

**SCHOOL TEACHING AND NON-TEACHING STAFF**

Mrs L Brown	Headteacher
Miss A Snape	Assistant Headteacher
Mrs J Roughton	Teacher
Mrs C Hunter	Teacher
Miss J Vincent	Teacher
Mrs V Mitchell	Teacher
Mrs F Azeb	Teacher
Mrs G Clarke	Early Years Professional
Father Nealon	Chaplain and Parish Priest
Mrs C Anderson	Administrator
Mrs M West	Administrator
Mrs S McGregor	Admin Assistant
Mrs T Gorin	Learning Mentor
Mrs C Bowden	HLTA
Mrs C Woffenden	Teaching Assistant
Mrs F Smith	Teaching Assistant
Mrs S Percy	Teaching Assistant
Miss S Byrne	Early Years Practitioner
Mrs S Newcombe	Early Years Practitioner
Mrs N Graveling	Nursery Assistant
Mr M Cole	Site Manager

Mrs A McColl

Miss J Clarke

Mrs S Doran

Mrs K Core

Mrs J Rankin

Mrs L Cole

Mr C Ackroyd

Miss O Hunter

*All Support Staff are on Part Time*

*Contracts*

Catering Manager

Cleaner / General Kitchen Assistant

Cleaner / General Kitchen Assistant

Lunchtime Supervisor

Lunchtime Supervisor / Ass. Play Leader

Play Leader / Manager

Assistant Play Leader / Sports Coach

Assistant Play Leader

## **SCHOOL CLASSIFICATION**

St Patrick's Catholic Primary School is a Voluntary Aided School for boys and girls between the ages of 3 and 11 years. We welcome applications from all parents of children within the local community. Please refer to our Admissions Policy.

## **THE SCHOOL BUILDINGS**

The School was opened in April 1996. The school is built on a level site and has beautiful views across Halifax. It consists of 5 classrooms built around a central library. There is a resource room that is used for music tuition and other group work and an outdoor 'Pavilion' which is also used for teaching. We have a fully fitted P.E. Hall that also serves as a dining area. We run our own meals service which has an emphasis on healthiness. Therefore, all meals are freshly cooked on the premises.

We are able to provide wheelchair access for disabled pupils as well as meeting the challenges of many other disabilities.

The school, both inside and outside, benefits from excellent resources. We have our own playing fields and pleasant landscaped grounds. This includes an Environmental Garden, a children's garden for pupils to grow their own flowers and vegetables, a Foundation Stage play area and a trim-trail for the use of all pupils.

Parents bringing or collecting their children from school by car at any time should use the school car park. **Please do not stop outside the front door.** If the car park is full please park in a safe place, taking care not to block any entrances, outside the school grounds. We are very anxious to prevent accidents and ask for your co-operation in ensuring that you and your children do not walk across the car park.

We keep the area surrounding the school neat, tidy and presentable and would ask you to encourage your children, by word and example, to use the footpaths when coming into and leaving the school.

## **CLASS ORGANISATION**

St. Patrick's is organised into five classes. Within each class there are two age groups of mixed ability children. Children's learning is under the direction of one teacher although children may have the benefit of meeting more than one teacher in a day. Children will be taught sometimes as a whole class, sometimes within a group and sometimes individually.

## **ADMISSION POLICY**

Saint Patrick's Catholic Primary School was founded by the Catholic Church to provide education for baptised Catholic children. The school is run by its governing body as part of the Catholic Church in accordance with its Trust Deed and Instrument of Government and seeks at all times to be a witness to Jesus Christ.

If the number of preferences received is less than the admission number then all preferences will be met. However, when there are more applications than places available, priority will always be given to Catholic applicants in accordance with the oversubscription criteria listed below. By applying to this school parents, or carers, are declaring their support for the aims and ethos of the school.

The governing body has responsibility for admissions to the school and intends to admit 17 pupils to reception in the school year which begins in September.

### **Oversubscription criteria**

***At any time where there are more applications for places than the number of places available, places will be offered in the following order of priority:***

1. Looked After Children from Catholic Families or children from Catholic families who were previously looked after but ceased to be so because they became adopted or became subject to a residence or special guardianship order with a sibling who attends St Patrick's Catholic Primary School.
2. Looked After Children from Catholic Families or children from Catholic families who were previously looked after but ceased to be so because they became adopted or became subject to a residence or special guardianship order
3. Baptised Catholic children with a sibling who attends St Patrick's Catholic Primary School.
4. Baptised Catholic children who live in the defined area.
5. Other baptised Catholic children.
6. Other looked after children or other children who were previously looked after but ceased to be so because they became adopted or became subject to a residence or special guardianship order with a sibling who attends St Patrick's Catholic Primary School.
7. Other looked after children or other children who were previously looked after but ceased to be so because they became adopted or became subject to a residence or special guardianship order
8. Other children with a sibling who attends St Patrick's Catholic Primary School
9. Other children.

**Admission Appeal** – Clerk to Appeal Panel, Diocese of Leeds, Hinsley Hall, 62 Headingley Lane, Leeds, LS6 2BX

Please see the Local Authority Website,  
[www.calderdale.gov.uk/education/schools/admissions/index.html](http://www.calderdale.gov.uk/education/schools/admissions/index.html)

for timetable and definitions etc. and our website [www.stpatseeland.org.uk](http://www.stpatseeland.org.uk) for the full Admissions Policy.

## THE CURRICULUM

"The Curriculum, in all its aspects, must reflect the fact that Christ is the foundation of the whole educational enterprise in a Catholic School. Although it may be convenient to speak of the religious curriculum and the secular curriculum in the Catholic School as though these were separate and distinct, in reality the curriculum as a whole and every part of it is religious, since there is nothing which does not ultimately relate to God."

(The Catholic School)

We agree the principles and philosophy underpinning Calderdale's Statement of Curriculum Policy, but as Catholic School Governors wish to make our own statement.

This statement has been arrived at through staff discussion, consultation with the Governors and has regard to Calderdale Policy Statement, the document, 'Evaluating the Distinctive Nature of the Catholic School' and the National Curriculum Documents.

### ST PATRICK'S MISSION STATEMENT

## "Live, Learn, Love with Christ".

We Live with Christ by creating a happy community with a strong sense of belonging.

We Learn with Christ by nurturing and celebrating our special talents and achievements.

We Love with Christ by respecting and caring for everyone.

To achieve this aim, the school will:

1. Make prayer, worship and liturgy, real educational experiences by providing opportunities for:
  - i) private, group, formal and informal prayer.
  - ii) worship through assemblies and appropriate music.
  - iii) sacramental and non-sacramental liturgies.
2. Provide a curriculum suitable for each child, which will be balanced and broadly based and stretch each child to his/her full potential.
3. Ensure that the pupil's experience of relationships within the school have a formative and significant influence on their understanding of relationships, morals and values. Also, to provide a link between home, parish and school, which provides preparation for the pupils' entry into the wider community.

4. Develop the physical skills of each child and encourage an enjoyment of physical activity. We also aim to promote a healthy attitude towards diet, hygiene and an avoidance of the harmful elements in society.
5. Show concern, in a school which looks to Christ for the basis of its existence, for all the teaching staff together with all non-teaching staff and parents, as well as pupils.

### **CURRICULUM AIMS**

In order that the curriculum is broad and balanced it should include experience of and development in all the following areas:

- |                        |                           |
|------------------------|---------------------------|
| 1. Moral and Spiritual | 5. Technological          |
| 2. Linguistic          | 6. Aesthetic and Creative |
| 3. Mathematical        | 7. Physical               |
| 4. Scientific          | 8. Human and Social       |

The following is a brief outline of the above eight areas of experience.

#### ***Moral and Spiritual***

This area of experience needs to take, as its starting point, children's individual appreciation of right and wrong and concepts to do with truthfulness and fairness. This area of experience seeks to develop standards of personal and inter-personal behaviour by which the individual and society can prosper.

The children will learn through worship both individual and communal, through planned experiences and tasks and through the example of adults in the school. This is based on the scheme recommended by the Bishop of the Diocese.

Religious Education is education for faith and St Patrick's School seeks to co-operate through the Holy Spirit with the Church and parents in offering to the children that education.

The vital contribution of parents to the moral and spiritual growth of the children is recognised by the school and actively encouraged.

The children will be helped to see God in nature, in human experience, in revelations through the Bible, through liturgy, through the teaching of the Catholic Church and through Christian living.

Progressively the children will be encouraged to reason about morality and learn to make moral judgements. The scheme adopted by the school (The Way the Truth and the Life) seeks to lay a sound moral foundation based on the example and teaching of Jesus and the Catholic Church.

At all times the school is aware of its' pupils of other Christian traditions and of other faiths and endeavours to be sensitive to their perspective, respectful of their gifts and attentive to their needs.

There is close co-operation with our parish priest, Fr. Leonard, who regularly celebrates Mass

and Liturgical Services in school. These services are prepared by the pupils and their class teachers, and an open invitation is usually extended to parents and parishioners. The school, together with the parents and the parish, also plays its part in preparing children to receive the sacraments of the Church.

### **English**

The overarching aim for English in the national curriculum is to promote high standards of language and literacy by equipping pupils with a strong command of the spoken and written word, and to develop their love of literature through widespread reading for enjoyment. The national curriculum for English aims to ensure that all pupils:

- ♣ read easily, fluently and with good understanding
- ♣ develop the habit of reading widely and often, for both pleasure and information
- ♣ acquire a wide vocabulary, an understanding of grammar and knowledge of linguistic conventions for reading, writing and spoken language
- ♣ appreciate our rich and varied literary heritage
- ♣ write clearly, accurately and coherently, adapting their language and style in and for a range of contexts, purposes and audiences
- ♣ use discussion in order to learn; they should be able to elaborate and explain clearly their understanding and ideas
- ♣ are competent in the arts of speaking and listening, making formal presentations, demonstrating to others and participating in debate.

### **Mathematics**

The national curriculum for mathematics aims to ensure that all pupils:

- ♣ become fluent in the fundamentals of mathematics, including through varied and frequent practice with increasingly complex problems over time, so that pupils develop conceptual understanding and the ability to recall and apply knowledge rapidly and accurately.
- ♣ reason mathematically by following a line of enquiry, conjecturing relationships and generalisations, and developing an argument, justification or proof using mathematical language
- ♣ can solve problems by applying their mathematics to a variety of routine and nonroutine problems with increasing sophistication, including breaking down problems into a series of simpler steps and persevering in seeking solutions.

### **Science**

The national curriculum for science aims to ensure that all pupils:

- ♣ develop scientific knowledge and conceptual understanding through the specific disciplines of biology, chemistry and physics
- ♣ develop understanding of the nature, processes and methods of science through different types of science enquiries that help them to answer scientific questions about the world around them
- ♣ are equipped with the scientific knowledge required to understand the uses and implications of science, today and for the future.

### **Design and Technology**

The national curriculum for design and technology aims to ensure that all pupils:

- ♣ develop the creative, technical and practical expertise needed to perform everyday tasks confidently and to participate successfully in an increasingly technological

world

- ♣ build and apply a repertoire of knowledge, understanding and skills in order to design and make high-quality prototypes and products for a wide range of users
- ♣ critique, evaluate and test their ideas and products and the work of others
- ♣ understand and apply the principles of nutrition and learn how to cook.

### **Art and Design**

The national curriculum for art and design aims to ensure that all pupils:

- ♣ produce creative work, exploring their ideas and recording their experiences
- ♣ become proficient in drawing, painting, sculpture and other art, craft and design techniques
- ♣ evaluate and analyse creative works using the language of art, craft and design
- ♣ know about great artists, craft makers and designers, and understand the historical and cultural development of their art forms.

### **Physical Education**

The national curriculum for physical education aims to ensure that all pupils:

- ♣ develop competence to excel in a broad range of physical activities
- ♣ are physically active for sustained periods of time
- ♣ engage in competitive sports and activities
- ♣ lead healthy, active lives.



## **Homework**

- Doing homework helps children to develop important skills, in particular those of independent learning. For this reason homework is given to most pupils, although the nature and the amount of time spent on it will vary, and depend on the age of the child.

Parents are asked to provide suitable conditions for homework to be done and to check regularly that it is completed.

Note: Copies of the school's policies relating to the Curriculum and other aspects of your child's education are available either via the school's website or by request from the school

## PASTORAL CARE

The Headteacher has overall responsibility for the welfare of the children whilst in school, but all teachers are responsible for the immediate welfare of the children in their care.

In cases of illness or accident, parents will be informed by telephone. In the case of serious illness or accident, the child will be well looked after and will be taken to hospital by staff who will remain with him or her until the parent can be contacted to meet their child and member of staff there. Ten members of staff are qualified First-Aiders.

## CHILD PROTECTION

St Patrick's Catholic Primary School recognises the important role that the whole community plays in promoting the health, safety and well being of all children. In view of our special relationships with children and their families, staff need to be particularly alert to any signs of possible abuse or neglect and have a legal duty to pass on any concerns to the Designated Teacher for Child Protection (Mrs L Brown). These concerns must be reported to the Social Services Department or the Police Service. The school does not have any role to play in the investigation of child protection issues but must co-operate with other agencies in any investigation or monitoring as necessary. The school is also required to follow procedures set out by the Area Child Protection Committee for child protection which all staff follows and to have clear internal procedures and guidance for staff. The School has developed effective working relationships with all agencies concerned with the welfare of children.

In common with other Calderdale schools, Governors have now adopted a Child Protection Policy and Procedures, which are available to any parent who wishes to see them.

If any parent has a concern about the welfare of any child in the school he/she should initially speak with the Headteacher.

## SPECIAL NEEDS

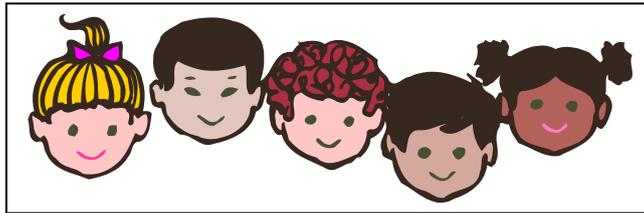
All children are accepted as individuals and we aim to adapt to the individual needs of each, whether specifically gifted or having difficulties. Where children require special attention or have special needs, they are accommodated within the school. The school premises, which are on one level, allow us to provide wheelchair access for disabled pupils as well as meet the challenges of many other disabilities. Children identified as having special educational needs will have arrangements made for them, which will follow school policy and the DfE Code of Practice.

In 2002 a new Code of Practice was introduced. All teaching staff are aware of this Code which strengthens the rights of a child with special needs to be placed in a mainstream school. Whilst the basic principles of the Code have not changed, the process leading towards statutory assessment has been streamlined. The Code now has a three-stage approach to identify and assess special needs. These stages are:

- *School Action*
- *School Action Plus (involves working with outside agencies)*
- *Statement Provision.*

Individual Education Plans (IEP's) are written for each child with special educational needs and note the targets that the school, child and parents are working towards to ensure improvement. These are regularly reviewed.

Our School's Special Needs Co-ordinator is Mrs Brown and there is a designated governor. We are also able to call upon the resources of a diverse range of outside agencies to meet all the needs of our pupils and their families.



Our Special Needs Policy is devised so that all children, irrespective of their needs and ability, have equal access to the full curriculum.

## BEHAVIOUR

The School has a positive behaviour policy with a formal, firm, but friendly approach to behaviour. Children are expected to behave in a manner which reflects care and consideration for others, e.g. to show courtesy, obedience, punctuality and friendliness. We have a policy against bullying and any deliberate action that endangers the comfort and safety of others will not be tolerated. Fighting and bad language will not be accepted. For serious breaches of discipline parents will be informed and invited to discuss the matter with the Headteacher. The children are expected to take a pride in their school and to understand that each one has something to contribute towards making it a happy and secure place to be. Please note: Copies of the Behaviour and Anti-Bullying Policies are available from the School Administrator on request.

## LATENESS

All children are expected to be in school on time. If late, a late mark will be given up to ten minutes after the close of the register. After that time the mark will indicate absent. It is important that the school be kept up to date with any changes in your child's life, e.g. name of guardian, address, telephone number, the person to contact in case of illness, change in medication etc. If a child is persistently late or persistently absent, then a referral will be made to the Education Welfare Officer.

## ABSENCE

Each term our school makes a return to the DfE showing the sessions missed due to absence. With regards to this, we wish to remind parents of their obligation that if a child is off school, then they should contact school before 9.30 am on the first morning of the absence. Following an absence from school they should write a short note of explanation to the form teacher. This is kept on file as a record of authorised absence. If the School is not notified of an absence, then this will be recorded as an unauthorised absence and may be referred to the Educational Welfare Officer.

Thank you to all parents for your co-operation in this matter. The rate of authorised and unauthorised absence is excellent and can be maintained by ensuring that children arrive punctually and the school receives its "Notes from Home".

## ACCESS TO RECORDS AND OTHER DOCUMENTS

Parents of children registered at the school may see their own child's records by arrangement with the Headteacher. Please feel welcome to ask if you would like to see or receive any other documents. Copies of the following are available on our website for parents to read:

### Policies

Most Recent OFSTED and Section 48 Reports about the school

Statement of Funding for Pupil Premium, Special Needs, Sports Grant

Performance Tables

How we teach our children to Read

## THE SCHOOL DAY

The school session times are: -

Morning 8.55 a.m. - 12.00 noon (KS1)

8.55 a.m. - 12.15 pm (KS2)

Afternoon 1.15 p.m. - 3.25 p.m.

Fifteen minutes each day are spent on registration and the Statutory Act of Worship. The time following registration is used for Phonics. If your child is late they will miss this very important part of their learning.

**Parents should note that no supervision will be available on any day before 8.45 a.m.** It is important that teachers are free to give children their attention in the morning; we would therefore ask that where parents wish to speak to a teacher that this is left until 3.30 p.m. when staff are available. It is important that children are brought to school **on time** and collected **promptly** in the afternoon.

## REPORTING TO PARENTS

St Patrick's holds two Consultation Evenings for parents, in the Autumn and Spring terms, each school year, which run from approximately 1.15 p.m. - 7.00 p.m. There is a written report that is sent to each parent at the end of the school year.

The above organisation represents the formal procedure for reporting to parents. However, we would be most disturbed if they were the only occasions that parents felt they could contact the school. **If you have any concerns, please do not hesitate to call in or telephone. Small worries can become major concerns if not dealt with quickly.**

## SCHOOL MEALS

Lunchtime lasts from 12.00 noon until 1.15 p.m.

Reception and Key Stage 1 children are provided with a (universal infant) free school meal. Key Stage 2 Children can have lunch provided in school for the statutory charge (presently £2.00). Our aim is to produce balanced and nutritious menus that the children will enjoy. All our meals are cooked on the premises using locally purchased fresh produce wherever possible. They offer very good value for money. If children do not wish to eat a cooked meal, they have the opportunity to order a sandwich option. Those who wish to eat their own sandwiches instead can do so in the dining room. Arrangements can be made for children who have special dietary needs.

Where children bring a packed lunch, please provide a small lunch box with their name on. No hot or fizzy drinks or glass bottles, please. **You can pay for an online payment for school meals. Please see the office staff for further information.**

Any cash sent to school should be named and clearly labelled, in an envelope.

**SNACKS** - In order to encourage healthy eating patterns the children are requested not to bring sweets, chocolate or crisps to school. A range of snacks, including fresh fruit as a "healthy option", is available from the kitchen at morning break time, currently priced at 20p.

### Healthy Schools

We actively encourage children to develop healthy eating habits. We have a water fountain in the school dining area and each child is provided with their own bottle in school so that they may have access to pure water at any time of the day. We are part of the government strategy to make fresh fruit and vegetables available at least once a day to KS1 children. The fruit is handed out to children in Class 1 & 2 in the afternoon and has proved very popular since its introduction.

## CHILDREN WITH MEDICAL CONDITIONS

It is vital that the Headteacher knows of any condition that a child may have and the treatment and effects. We shall make whatever provision we can in the school for children who have a genuine medical concern.

## MEDICINES

Generally speaking, children should not need to have medicine in school. Antibiotics can be timed to be taken out of school hours and still be just as effective. No child should ever have any medicine or tablets in school unless the teacher knows about it and any such drugs must be in the care of an adult. Should it be absolutely necessary for a child to take medicine during school hours, it is essential that parents inform the Headteacher. Staff will only administer medicines under exceptional circumstances (set out in Administering Medicines policy). In addition, parents will be asked to complete a consent form prior to any medicine being administered in school. All medicines must be signed in and out of school each day.

Children who suffer from asthma and need an inhaler in school should keep it on their person or put in the classroom where it is easily accessible.

When children are unwell, the best place for them is at home with an adult. A sick child will not be able to cope with school activities, and if the illness is infectious there will be a serious risk of other children and staff becoming ill. If your child is unwell due to a sickness "bug" or similar, we recommend they do not return to school for 48 hours after the symptoms end to avoid spreading the illness amongst their fellow pupils.

## ACCIDENTS

Should your child have an accident in school, immediate First Aid will be given by a trained member of staff. We record any accidents beyond minor bumps and bruises and if necessary send a letter home to parents with the child. If your child has a more serious accident or illness and we think that a doctor's attendance is necessary, every effort will be made to contact you. **(For this reason it is in your own interests to ensure that all emergency contact numbers held in your child's school file are kept up to date.)** Should we fail to contact home, a member of the school staff will accompany the child to the hospital/surgery. Full medical information about your child is kept on our office computer. Please contact the school office if these need to be updated for any reason.

## No Smoking Allowed

It is a rule of the school that there is a total ban on smoking in the school building and grounds both during and out of school hours.

**SCHOOL UNIFORM** In order to help create a sense of community and to help parents avoid having to meet the whim of fashion, St Patrick's School has a school uniform and children are encouraged to wear it.

The uniform, which is available to order from school (or an equivalent from any alternative supplier), is as follows: -

### **Boys**

Winter - Bottle Green jumper / Sweatshirt  
Gold short sleeved polo shirt  
Grey trousers

### **Girls**

Winter - Bottle Green cardigan, jumper or Sweatshirt  
Gold short sleeved polo shirt  
Bottle Green or Grey pinafore or skirt.  
Dark trousers may be worn, not leggings

Summer - Green checked/striped dress or Bottle Green or Grey skirt and gold short sleeved shirt.

The uniform for boys and girls includes a badge/wristband in their team colour. Badges are supplied free of charge when the child starts school. Replacements are available from the school office at a cost of £2.00 each.

Children are required to wear sensible black shoes. Trainers are not suitable.

### **PE**

White t-shirt  
Black shorts  
Black pumps

In the interest of health and safety, all children must have a PE kit.

**GAMES** (Children in classes Calder, Wharfe and Aire only)

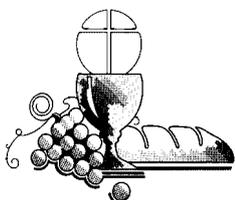
Trainers  
Dark coloured jogging bottoms  
Dark coloured top/hoodie

**Lost Property.** Shoes and other articles of clothing which are found around school are taken to the lost property store. If the item is named, it will be returned to the child in question. If there is no name on the item, it will be kept for a period of one term and then disposed of. **PLEASE ENSURE THAT YOUR CHILD'S CLOTHING IS CLEARLY MARKED WITH HIS OR HER NAME.**

**Swimming lessons** are an important part of the Curriculum for all pupils when they enter Key Stage 2. These lessons are not an option and parents are asked to encourage their children, in the interests of health and safety, to participate. The School Nurse advises us that coughs and colds need not prevent children taking part in swimming or P.E. In general, if a child is well enough to attend school he or she is considered well enough to participate in sporting activities.

Watches and stud earrings are the only items of jewellery accepted. These must be removed by the child him/herself, before undertaking all PE/sporting activities. Hooped earrings present possible hazards and are not allowed in school. Staff are not permitted to remove or replace earrings for children.

Please note that **MOBILE PHONES** are not usually allowed in school. Any child wishing to make an **emergency** telephone call is allowed to use the telephone in the school office.



## PREPARATION FOR SACRAMENTS

St. Patrick's School is one of the vital bodies of our parish that helps bring the faith to our children. The school supports the home and parish in the preparation of children for the Sacraments of reconciliation and Holy Eucharist, but does not take the place of parents whose duty and privilege it is to foster the faith-life of their child. It is necessary for parents to attend preparation meetings and discussions before their child is presented for the sacraments.

All information concerning First Confession and First Holy Communion will be made available through St Patrick's Church (not School) and all enquiries must be made to the Parish Priest.

**Personal Property.** Any personal property or items of clothing such as coats are brought on to school premises at the pupils' and parents' own risk. Neither the Governors nor the LA accept responsibility for their loss or damage. Parents who wish to insure against this possibility are advised to take out an "all risks" policy with their own insurance company

## School Visits and Activities

At St Patrick's we endeavour to widen the experience of the children we teach. Sport and extra curricular activities are an important part of the school's curriculum; some of these activities are, by nature, competitive. The school's aim is to encourage all children to take advantage of the activities available, irrespective of their ability.

Sporting activities for both boys and girls include football, netball, rugby, rounders and athletics.

There are opportunities to play a musical instrument, where Calderdale Music Service provides tuition, at a cost. Thanks to the efforts of Mrs Clare Woffenden and Mrs Geraldine Clarke, we have a school choir who has entertained both in school and at outside engagements.

Whenever possible, subject to the availability of staff expertise, we try to provide the opportunity to acquire new skills and interests. Please refer to our Pats' People Booklet for further information on Out of School Activities.

## Extra Curricular Activities

We have an extensive range of extra curricular activities. If these activities fall outside school hours, parents are responsible for ensuring the safe journey of their child to and/or from school. A permission slip is signed by the parent at the start of the year and returned to school before any child can participate in extra curricular activities.

Activities may be subject to slight changes as the year progresses, but parents will be kept informed of any alteration in the timetable. Activities include: Choir, Art & Craft, ICT, Football etc.

Visits are occasionally arranged by teachers for the children in the course of classwork. These vary from class to class and from year to year.

Children in Y5 and Y6 are given the opportunity of going on a residential stay and taking part in outdoor activities including walking, climbing etc. This also gives the children first hand experience of other people and places.

## Pat's People

We are currently offering even more flexibility with our extended Wrap Around provision at St Patrick's.

- **Breakfast Club** will run from 7:30 am Monday - Friday
- **Club** sessions available from 3:30 - 4:30 pm will continue
- **Teatime** sessions from 4:30 - 6 pm are in operation

Please refer to the Pat's People booklet for session details and prices (available

from the school office and on the school website).

If you would like to register your child for one or more sessions, please contact Mrs Brown or Mrs Anderson to reserve a place as numbers will be limited.

### **Community Links**

We are fortunate in being part of the local Elland community and strive to play a positive part in it. Some of the links we have forged include:

- St Patrick's Church
- All Saints Church
- Overgate Hospice
- Elland Rotary Club
- North Dean Trust
- The local police and fire service

**St Patrick's Catholic Primary School and Community Nursery**

**School and Nursery Term Dates – 2016/17**

<b>Staff Training Day</b>	CLOSED	Thursday 1 September 2016
<b>Staff Training Day</b>	CLOSED	Friday 2 September
<b>AUTUMN TERM</b>	OPEN	Monday 5 September
<b>HALF TERM</b>	CLOSE	Thursday 20 October
<b>Staff Training Day</b>	CLOSED	Friday 21 October
	OPEN	Monday 31 October
<b>CHRISTMAS</b>	CLOSE	Friday 16 December
	OPEN	Tuesday 3 January 2017
<b>HALF TERM</b>	CLOSE	Thursday 16 February
<b>Staff Training Day</b>	CLOSED	Friday 17 February
	OPEN	Monday 27 February
<b>EASTER</b>	CLOSE	Thursday 13 April
	OPEN	Monday 24 April
<b>MAY DAY</b>	CLOSED	Monday 1 May
<b>*HALF TERM</b>	CLOSE	Friday 26 May
	OPEN	Monday 12 June
<b>MIDSUMMER</b>	CLOSE	Friday 21 July
<b>Staff Training Day</b>	CLOSED	Monday 24 July
<b>ASSESSMENT TESTS – TBD</b> <b>KS1 PHONICS SCREENING – TBD</b>		
<b>Please note that <u>all</u> school children have assessment tests during this week. We ask that you do not take children out of school for holidays at this time.</b>		

## Friends of St Patrick's Association (PTA)

We have a very active parents' association who have helped to raise a significant amount of money for the school through social and family events such as the Summer Fayre, Barbecue, Family Disco and others. As always, we are very grateful to these parents who work so hard on the school's behalf - please contact them through the school office if you are interested in joining their activities.

## Security

We have appropriate locks and have fitted fingerguards on the doors. Due care and attention is paid to safety and security throughout the school. In the morning the children enter the school through the cloakroom doors. Following the bell for the start of the school day these doors are locked. If parents visit during the day or children arrive after the bell has gone, we ask them to go to the main entrance and use the buzzer. We have Emergency Lighting and Fire Detection Equipment. This equipment is tested and serviced on a regular basis. Fire drills take place every term.

## Safeguarding

This school is committed to safeguarding and promoting the welfare of children and young people and all staff and volunteers share this commitment.

The school has a number of policies in place relating to safeguarding and child protection. Staff and Governors have undergone specific training in these areas. Parents and pupils are consulted about, and encouraged to participate in maintaining rigorously the guidelines set out in these policies.

**Please Note:** Though the particulars of this document are correct regarding the school year 2016/17 at the time of publication, it should not be assumed that there will be no change affecting relevant arrangements or some matter particularised, either before the start of or during the school year in question, or in relation to subsequent school years.

**And Finally:**

**If there is a problem please  
let us know.**

This brochure was compiled on behalf of the Governing Body of St. Patrick's Catholic Primary School and Community Nursery.

Updated in June 2017 - CA