

**St Mary's CE (Aided) Primary School**

**Rectory Lane**

**Prestwich**

**M25 1BP**



**Head Teacher – Mrs Sarah Jones**

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# Welcome to

## St Mary's Church of England Primary School

### A note from the Headteacher

It gives me great pleasure to welcome you to our Parish Primary School and I hope that this school prospectus provides many of the answers to your initial questions.

Situated in the heart of Prestwich village, we were originally the Parish School (founded in the mid-1800s) and we continue to retain a strong presence within the parish as well as having strong and successful links with St. Mary's Parish Church.

We are an open, friendly and inclusive school offering a Christian education to all boys and girls between the ages of 3 and 11 years. St Mary's can admit up to 30 pupils in each age group. There is a 'family feel' to the school where we respect, value and work hard for each other. The children are taught in a structured, caring environment through Christian morals and values.

Here at St. Mary's, we work together as a team. We aim to provide a stimulating and challenging learning environment where children will grow as learners and as well rounded human beings.

As part of that team work, we value the partnership between parents and school; and in return we will make sure that your child's time with us is as happy and productive as possible.

Sarah Jones  
Headteacher



## [A welcome from St Mary's Church](#)

For over 1,000 years our church has stood in the heart of Prestwich village as a beacon for the Good News of Jesus Christ.

St Mary's Parish School was established by the church over 200 years ago and remains a vital and integral part of our St Mary's church family. The ongoing close partnership between our church and our school is highly valued and a source of great joy, delight and blessing.

Our parish clergy have the privilege of being in school each week to lead both KS1 Tuesday worship and the KS2 Friday morning Eucharist and to proclaim and share the love of God.

Our teaching is rooted in the truth of a God who loves and treasures each and every single one of us without any limits or conditions. Our children are taught that they are made in the image of God and that they are loved, valued and accepted for who they are.

The St Mary's church family is an open inclusive community of faith which seeks to enable everyone to encounter the wonder of our loving God. All are welcome, and we very much look forward to sharing the love and the generosity of God with you.

With all blessings

Adele McKie



## [A welcome from Mrs. Jackie Preston – Chair of Governors](#)

The Governors at St. Mary's are committed to support our Head Teacher and all the staff in providing a stable, caring and Christian environment where our children will "Love Learning. Love each other". We are a happy school with excellent relationships between our children, staff, parents and governors.

The Board of Governance are proud of the strong Christian ethos at St Mary's. We have very close links with our Parish Church, St. Mary's Prestwich where our school regularly worship with the local community. We also have a regular Eucharist Service that is held in school on Friday mornings. Parents are warmly invited to attend this Eucharist Service.

We look forward to welcoming you and your child to our school.



## **One family: school, church, home and community.**

At St Mary's we believe in a culture where:

- Everyone is special, unique and valued: diversity and difference are celebrated. We are all God's treasure.
- Education is holistic; spiritual and moral growth is nurtured.  
*Life in all its fullness – John 10:10.*
- Inspirational and reflective worship enables all in the school community to encounter the risen Christ.
- Wisdom, knowledge and skills are a focus in everything.
- Everyone does their best at all times with a culture of the highest expectations, respect and consideration for all.
- Everyone can succeed and achieve. Aspiration and inspiration are central to all that we do.  
*I know the plans I have for you. Plans to make you prosper – Jeremiah 29:11.*
- Creativity and joy in learning is valued.
- The spiritual and emotional well-being of all members of our school community is a priority. Resilience and perseverance are developed in all.
- A community of global citizens of God is created through social action – on local, national and global levels.

All of these are underpinned by our spiritual, moral, social and cultural understanding and experiences; respect of our British values and through our core Christian values of hope, peace, compassion, forgiveness, trust and endurance.

'We will grow up in every way into Christ, who is the head. The whole body depends on Christ, and all the parts of the body are joined and held together. Each part does its own work to make the whole body grow and be strong with love'. *Ephesians 4:15-16*

Mission Statement

**Love learning. Love each other.**

## The School Governors

The Headteacher of the school, in consultation with the Board of Governors, is responsible for the internal organisation, management and discipline of the school. The Governors, who meet several times a term, have a range of responsibilities for the school. The Board of Governors, in partnership with Headteachers, have a key strategic role in planning their school's development and making sure that school resources are used effectively to raise the achievement of pupils.

The main resource of the school is the people who work in it. Therefore, it follows that the wellbeing and professional development of teachers and all staff is a priority for the Board of Governors.

<b>Category</b>	<b>Name</b>	
<b>Foundation Governor</b>	<b>Mrs J Preston</b>	<b>Chair</b>
<b>Foundation Governor</b>	<b>Mrs L Stubbs</b>	<b>Deputy Chair</b>
<b>Foundation Governor</b>	<b>Rev. C. Barnet</b>	
<b>Foundation Governor</b>	<b>Mrs C Almond</b>	
<b>Parent Governor</b>	<b>Mrs C Strangwood</b>	
<b>Parent Governor</b>	<b>Mr N Darlington</b>	
<b>Associate Governor</b>	<b>Mrs E Cook</b>	<b>Deputy Headteacher</b>
<b>Foundation Governor</b>	<b>Mrs Conchie</b>	
<b>Foundation Governor</b>	<b>Mr D Downs</b>	
<b>Ex Officio</b>	<b>Mrs S Jones</b>	<b>Headteacher</b>
<b>Staff Governor</b>	<b>Miss K Clyne</b>	
<b>LA Governor</b>	<b>Ms A Brambilla</b>	

[Admissions to](#)  
[St Mary's CE Primary \(VA\) Primary School](#)

St Mary's is a Voluntary Aided Church of England Primary School, offering Christian education to all boys and girls between the ages of four and eleven years.

The Admissions Authority for applications to Saint Mary's C of E (VA) Primary School is the Governing Body and the Admissions Policy has been agreed by The Manchester Diocese and the Local Authority.

We also provide Nursery education for children of three years. Please note that Nursery attendance does not guarantee a Reception place.

We admit up to thirty pupils in each year group. The law states that there must not be more than 30 children in an infant class (that is, classes containing reception, year 1 and year 2 children).

Applications and forms for Reception are sent out at the end of the year prior to admission. Parents will be notified if their application has been successful in the April of the year their child is due to start.

Any parent wishing to view the school should telephone the school office on 0161 773 3794 for an appointment with the Headteacher.

Registration/Admission forms are available from the school office.

For further information and to view the School Admissions Policy please visit [www.stmarysprestwich.bury.sch.uk](http://www.stmarysprestwich.bury.sch.uk)

Please consult this to be clear about the different categories for admission and the recording of Church attendance.

## The School Day

All the children begin school at 9.00am. There is no supervision before 8.50am and none after the recognised ten minutes at the end of the day unless there is an after school club.

### Reception and Key Stage 1

9.00am	School opens/ Registration/ lessons
10.30am to 10.45am	Morning break
12.00 noon	Lunch break
1.00pm	Guided reading/worship
1.30pm	Afternoon lessons begin
2.30pm to 2.45pm	Afternoon break
3.30pm	School closes for the pupils

### Key Stage 2

9.00am	School opens/ Registration/ lessons
10.45am to 11.00am	Morning break
12.00 noon	Lunch break
1.00pm	Guided Reading/ worship
	Afternoon lessons begin
2.15pm to 2.30pm	Afternoon break
3.35pm	School closes for the pupils

As a Church of England Aided School we very much count the time of worship as an essential part of the school day. It should also be noted that whilst the above narrow definition of time is required by law to be stated in the above form, it would be our clear view that from 9.00am to the end of the school day is what we see as 'Education for our Pupils'.

**For many of our pupils, their school day does not have to end at 3.35pm. The school offers a wide range of extra-curricular activities.**

**[\(see page 17\)](#)**

## The Foundation Stage

The Foundation Stage covers both Nursery and Reception age groups. We have an experienced and able Early Years team and they will ensure that each child has a happy and settled start to their school life. The Foundation Stage curriculum is based around 'The Early Years Foundation Stage Framework' and through this, we introduce and develop the basic concepts of reading, writing and number work. The staff use a variety of teaching methods to suit the needs of the individual child. Assessment takes place on a continual basis in order to track the progress of the children and parents are kept fully informed.



Our Nursery is well established and has recently been refurbished. We currently offer 15 hours free Nursery provision per week, which can be taken as a morning or afternoon session. We also offer full time places, which are at a competitive rate, and parents can use 30 hour funding if places are available. Our Nursery offers an introduction to more formal school life, following the curriculum in the Foundation Stage Unit; it is an ideal start for the children.



For the parents of our Reception children, the school has an Induction Evening early in the summer term prior to your child starting. Many staff will be on hand to explain the curriculum and daily routines. Happy and settled children (and parents!) will progress well in school and that is our aim.



## The Curriculum at Key Stage One and Key Stage Two

Key Stage One refers to the children in Year 1 and Year 2.

Key Stage Two refers to those children in Years 3, 4, 5 and 6.

### Mathematics

At St Mary's we teach at least one hour of mathematics to each class each day. Great store is placed on basic numeracy skills as well as the development of more advanced mathematical concepts.

We follow the National Curriculum but supplement it at various stages and provide extension work where necessary.

We also provide opportunities and experiences for children to apply their maths skills across a range of subjects and contexts.

### English Language

The school uses a wide range of resources for the basic skills of grammar, punctuation, comprehension, speaking, listening and writing stimuli.

There is an emphasis, from an early age, on reading development. Each child will be placed quickly on to the school based reading scheme and, with the help and encouragement of parents, children work through its various levels. All children also use the school library. They learn reference skills and change their library book on a regular basis. Our aim is that all children learn to read fluently, for interest and for enjoyment.

## **OUR SCHOOL LIBRARY**



## Science

Science is taught as a 'core' subject. It is therefore allocated more time than the Foundation subjects. Sometimes, and depending on the topic taught, it may be integrated in to other subjects.



As the children progress they will develop the concept of how to conduct a fair test and build a sound knowledge of scientific theory. Each class base is equipped to do this efficiently and safely.

**Year 1 enjoying learning about Bees**

## Computing

The school is well equipped to teach this subject and technology is a valuable teaching aid for both teachers and pupils alike.

The children become familiar with the use of computer technology at an early age and this is incorporated into lessons on a daily basis. We use a combination of ipads and laptops to deliver a strong and interactive curriculum.

EYFS use programmable and remote control toys, also ipads to practice letter and number formation. KS1 focus on grouping and sorting, animated story books, coding and spreadsheets. KS2 use email, graphs, simulations, coding and digital presentation skills.

E-Safety is an extremely important element of our computing curriculum. All children are taught through age appropriate lessons how to stay safe on line.

## Religious Education

As a Church of England Aided Primary School RE plays a key role in our curriculum. We follow the Questful RE Curriculum (Blackburn Diocese) and also use the Understanding Christianity resource.

The core aims of our RE curriculum are:

- to enable pupils to know about and understand Christianity as a living faith that influences the lives of people worldwide and as the religion that has most shaped British culture and heritage.
- to enable pupils to know and understand about other major world religions and world views, their impact on society, culture and the wider world, enabling pupils to express ideas and insights.
- to contribute to the development of pupils' own spiritual/philosophical convictions, exploring and enriching their own beliefs and values.

RE objectives are explored using a variety of media including art, music, drama, dance and extended writing.

## Collective Worship

Worship at St. Mary's C of E Aided Primary School is central to our school life. We aim to make it as accessible and enjoyable as possible for all our children, staff and visitors.

In Collective Worship we aim:

- to enrich and support spiritual development and integrity
- to develop an understanding of the Christian faith and the nature of worship
- to promote awareness of beliefs, practices and worship of other faiths
- to celebrate the values of the school community
- to contribute to moral and social development
- to promote a sense of self esteem



The pattern of worship is mainly based on the Church's year, the seasons, feelings and emotions. One of our key Christian values is the

theme for each half term and appropriate bible stories are identified by the Worship lead to link with the value. Each act of worship is based around hymns, stories, acting, time for reflection and prayers.

Throughout the year, there is a pattern of worship which links St. Mary's Primary School with St. Mary's Church. The main Christian Festivals are celebrated as part of this pattern. These services are often planned and run by our Ethos Group.

Parents retain the right to withdraw their children from collective worship.



**Bishop Mark Middleton at the opening of  
Our Sunshine Garden**



## The Foundation Subjects

Our curriculum is broad, balanced and based around a topic or themed approach; building skills as the children progress through school. The foundation subjects are taught through an integrated method with History, Geography, Art, Design Technology, Music, Drama and Physical Education offering further valuable experiences and opportunities.

The school provides a vast range of activities within these subject areas outside of normal classroom teaching time.



Reception class display

## Physical, Social, Health, Citizenship and Emotional Development

Governors commend those elements within the curriculum, which lead to the development of well balanced, healthy, achieving individuals e.g. health and personal hygiene, social awareness, care of animals, Christian values, sensible practices for protection within the community.

There are no specific sex education classes. Sex education and puberty talks are given during relevant science / health education programmes to Year 5 and 6 pupils and informally in response to children's questions in younger age groups. The subject is treated sensitively, in the context of Christian family life, having due regard to moral considerations and the modern world.

## Assisted Learning

At some stage, some children may require further assistance with their learning. This could be due to them struggling in a particular aspect of their work or it could be that we have a gifted child.

Our SENCO is Mrs Sarah Casey. If you have any concerns regarding your child, please make an appointment to speak to your child's class teacher. Our SEND policy has recently been reviewed and is available on request.

## Assessment, Recording and Reporting

From the day your child arrives at school we shall be assessing their progress and acting on our findings.

In the Early Years department, the children are assessed via the 'Early Foundation Stage Profile'. This provides you and us with information about basic reading, writing, speaking and number skills along with social and physical skills.

Once in Key Stages One and Two the children take half-termly assessments in writing, maths and science. This is as well as the continual assessment that class teachers make on a daily basis. With all this information, an individual profile is produced for each pupil, which gives teachers and parents valuable data on progress and enables you, as a parent, to give support and praise where appropriate. Children are also set individual targets for writing and maths, which they bring home each half term.

As a parent of a child at St Mary's it is very much hoped that you will want to keep closely in touch with the school to learn of your child's progress and to discuss how you and the teacher may best help your child.

Individual parent / teacher interviews are held in both the autumn and spring terms along with other curriculum meetings throughout the year. Detailed written reports are sent out at the end of each school year, usually in early July.

Of course, you are welcome to contact the school at any time. All teachers are available after school to discuss concerns, questions or issues. Your child's class teacher should be your first port of access at school. If you would like to meet with the headteacher, please telephone or make an appointment via the school office.



## Extra-Curricular Activities

We offer a wide range of extra-curricular (out of school hours) activities thanks to the enthusiasm and skills of the staff. Examples of activities on offer throughout the year are:

Sport: - Football, netball, hockey, rounders, cross country, cricket, athletics.

Music / Drama: - Choir, school shows and dance.

Curriculum: – Cooking, Mad, Art and French

During the year, a number of school visits take place. When the pupils reach year six, one of the highlights of their time at St Mary's is a residential trip. We currently spend 5 days in Wales.



**Year 4 visit to Ordsall Hall**

The school benefits from visits from peripatetic music teachers (woodwind and string) and we have a good uptake for places. Specialist coaches also teach tennis, football, rugby and basketball. The Y5 pupils also have the opportunity to participate in the authority cycling proficiency scheme. All Year 5 pupils learn the violin.



**Year 4 & 5 choir – Create and Sing Carmen at The Met Bury**

## Homework

It is a part of our routine at school to give appropriate homework. We do hope that you will encourage your child to work at home in order that they can become 'independent learners'. Regular reading and times tables practice is particularly important.

## School Discipline

***“Treat others as you wish to be treated yourself.” Matthew 7, verse 12.***

The school rules simply demand good behaviour, a display of courtesy and thought for others and a respect for both people and property. Discipline is firm but fair. We have high expectations for our pupils and we use methods of positive reinforcement for good behaviour. If problems do occur, they are dealt with sympathetically and parents involved if necessary.

The co-operation and support of parents in maintaining good standards of behaviour is regarded as essential to the welfare of all children. The school operates an 'open door' policy and teachers are more than willing to talk to you at the appropriate time. The school behaviour policy explains the lines of communication in operation.

A copy of the school Behaviour Policy and Anti Bullying Policy is available from school on request or on our school website.



Year 3 – Viking Display



Year 4 DT work

## School Uniform

The school has a uniform as we feel it gives the children a sense of belonging. We like our children to be clean and tidy at all times. School uniform is not compulsory for Nursery pupils.

### Girls

Grey pinafore, grey skirt or tailored grey trousers (not leggings)

Blue gingham dress for summer term (optional)

Navy sweatshirt with or without the school badge

Navy cardigan with or without the school badge

Light blue polo shirt or light blue blouse – **not** white

White, grey or blue socks or grey, blue or black tights

Black shoes **not** trainers. Boots are **not** to be worn in school. If pupils are wearing boots to walk to school, please send shoes for your child to change into.

Hair Accessories – **Plain** blue or black hairband only or **small** blue ribbon/bow.

### Boys

Tailored grey trousers

Navy sweatshirt with or without the school badge

Light blue polo shirt or light blue-buttoned shirt

Grey, blue or black socks

Black shoes **not** trainers

**No other colours or varieties of clothing should be worn**

School uniform with the school logo can be purchased direct from our suppliers – School Trends.

<https://www.schooltrends.co.uk/uniform/StMarysCEAidedPrimarySchoolM251BP>

**All clothing must be clearly marked with your child's name.  
Embroidered, sew-on name tags can be ordered.**

Ear studs only and watches may be worn, however the school cannot accept responsibility for these. Jewellery and make up should not be worn. Mobile 'phones may only be brought to school in extenuating circumstances and written permission must be sought from school. Y6 children may bring mobile phones to school if they are walking to and from school without an adult; once a letter has been received from their parents. They must be handed into the Y6 teacher for the day.

### **PE and Games**

For all children:

Plain white T-shirt, navy blue or black shorts, black pumps (not trainers).

A PE Kit that includes black shorts, white t-shirt with or without school logo and Navy PE Kit bag.

PE Kit can also be ordered direct from our suppliers School Trends.

Earrings – pupils must cover with a plaster or surgical tape (provided by parents/carers) for PE, if they are unable to remove their earrings for the session. Hair which is longer than chin length must be tied back for PE lessons, regardless of gender. This is for the health and safety of your child

The KS2 children also have an outdoor games session each week. Suitable kit should be brought to school related to the activity and weather.



### Fund Raising and Social Events

Throughout the year social and fund raising events are organised and money raised helps to purchase valuable resources for the school as well as funding activities for the children. The school values highly the support of parents and friends in this way. We have a very active Parent Partnership Group who welcome new members and support throughout the year.





### Medicines in School

1) If a pupil is suffering from an acute or infectious complaint, which requires medication, then he / she should not be in school.

2) Pupils requiring medication for complaints, which are non-infectious, i.e. asthma, hay fever, during the course of the day, may bring their medication to school, with the following proviso:

1. Parents must complete a Medical Permission Form at the school office.
2. The medicine must be sent into school in its original container and clearly labelled with the child's name and dose
3. Medicine will only be administered to the child it is prescribed for and only if needs to be administered **four** times a day.
4. Parents are responsible for making sure that the medicine is 'in date'.

Parents are asked to complete a medical information form on registration at school.

**Please see School Medicine Policy**

## Allergies

We have a number of children and staff in school who may suffer an anaphylactic reaction should they come in to contact with nuts. Staff receive regular training should this happen but as a precaution; the school does operate a nuts free zone. We thank all parents and children for their co-operation in this matter.

**\*Please remember this when sending baked products into school\***

## School Security

During the school day, all parents and visitors to school must use the main entrance where there is CCTV and intercom to the school administrator.

*“Governors expect that all visitors to the school will first report to the school office as a matter of professional courtesy and in order that suitable arrangements may be made. Visitors will be expected to affirm the school’s standards of social behaviour and communication” (Governing Body)*

## Absence from School

At times your child may be unavoidably absent from school. Please notify school by telephone by 9.30am, followed by a written note upon return. If we do not hear from you then an ‘unauthorised absence’ is recorded.

It is school policy to contact any parent / guardian of a child on the first day of absence if notification has not been received.

Family holidays during term time are only authorised in exceptional circumstances. Permission must be sought from the Headteacher, at least 2 weeks in advance of the holiday.

If your child has a medical appointment, please show their appointment letter/card/text to the school office.

A copy of the school attendance policy is available on the school website

[www.stmarysprestwich.bury.sch.uk](http://www.stmarysprestwich.bury.sch.uk)

## **School Meals**

The school use Live Kitchen which is an ordering system which ensures children get the meals they want. You will be able to go online and order meals from home, view recipes and block dishes which contain allergens.

The children now select their name on a touch screen at the hot plate during lunch service.

## **Pupils with Disabilities**

It is now a statutory requirement for schools to issue information relating to children with disabilities.

- Our Admissions policy, for both the Nursery and Reception, gives priority to those children with social, medical or educational needs, which can be alleviated by an early placement.
- The Disability Discrimination Act of 1995 prompted the BADDAC Report at school. As a result, the Governing Body issued an Accessibility Plan that sets out future objectives for increasing access to the school by pupils with disabilities. A request should be made to the Chair of Governors should you wish to know the content of this report.
- Information about the implementation of the Governing Body's policy on pupils with special educational needs is available on request. The SEND Liaison Governor is Mrs C Strangwood. The school SEN Co-ordinator is Mrs S Casey.



**Our Sunshine Garden**

## **Transition to High School**

This can be a stressful time for both child and parent so we aim to make the transition as smooth as possible. In fact, all local High Schools have an excellent reputation and the pupils from St Mary's move on to a wide range of schools.

We help the children's transition in various ways:

- The children have guided visits to at least one of the schools
- The Primary Schools use the High School sports facilities
- The Year 7 tutors from the local High Schools visit St Mary's to talk to the children. There is continual liaison between Primary and Secondary staff
- Each High School has an 'Induction Evening' for parents

## Local Secondary Schools

At the end of their last academic year, our pupils will usually transfer to one of the following schools:

<b>Bury Church of England (Specialist Humanities College) (Voluntary Aided) Haslam Brow Bury BL9 0TS</b>	<b>Prestwich Arts College Heys Road Prestwich M25 1JZ</b>
<b>Castlebrook High School (Specialist Science and Technology College) Parr Lane Bury BL9 0TS</b>	<b>Bury Grammar School Tenterden Street Bury</b>
<b>Parrenthorn (Specialist Technology College) Heywood Road Prestwich M25 2GR</b>	<b>Philips High School (Specialist Maths and Computing College) Higher Lane Whitefield M45 7PH</b>

The information contained herein was correct in relation to this document at the time of going to print but it should not be assumed that there will be no change affecting the relevant arrangements or any matter particularised therein either:

- a) before the start of, or during, the school year in question, or
- b) in relation to subsequent school years of the National Curriculum



**Year 4 Trip to Dewa Centre**



**Year 2 – Dig For Victory**