

Our Lady and St Thomas



RCVA PRIMARY SCHOOL

Head teacher: Mrs. F.M. Gowland

Cumberland Terrace, Willington, Crook, Co. Durham. DL15 0PB

Email: ourladystthomas@durhamlearning.net

The school website : www.olst.org.uk.

Tel: 01388 746336

Fax: 01388 748229

Our Lady & St Thomas RCVA Primary School is a
"Rights Respecting Level 2 School"
and teaches key concepts of social justice, global citizenship and human rights out-
lined in the United Nations Conventions on the Rights of the Child (1996).

**In our Ofsted Inspection June 2009 the school was judged to be
'Outstanding'**

Education and Play—Unicef Articles 14, 23, 28, 29, 31

AIMS - 'EVERY CHILD MATTERS'

At Our Lady & St Thomas Primary School we aim to provide :

Education and Training

(Article 28 and 29 United Nations Conventions on the Rights of the Child)

- Guide and support every child in fulfilling their potential
- Promote high standards and high expectations in all areas of school life
- Develop high aspirations and motivate children to enjoy learning.
- Provide children with the skills and enthusiasm for life-long learning
- Build self-esteem, self confidence and a sense of identity.

Protection From Harm and Neglect (Article 19 UNCRC)

- Keep children safe at all times
- Provide a safe, stimulating, happy environment
- Value everyone in our school community and encourage children to voice their opinions and make decisions through discussion and debate.
- Contribute in developing a sense of what is fair and unfair and develop respect for cultural difference and diversity.

Physical and Mental Health (Article 24 UNCRC)

- To encourage healthy lifestyles
- To keep children mentally and emotionally healthy
- To help children become caring and responsible
- To work towards eliminating childhood obesity

Contribute to Society (Articles 12 and 13 UNCRC)

- Develop councils and groups in school which contribute to the decisions made in school
- Be central to the village community
- Work with local groups whenever possible
- Understand that there are vulnerable groups in all societies that we can all help and develop communication and co-operation skills.
- Prepare and educate children about the wider world, beyond the local area
- Continue to develop partnerships with local, national and international partners

Achieve economic well being (Article 29 UNCRC)

- Work with the community and local children's board to improve the community
- Give pupils the opportunity to raise funds and take responsibility for projects
- Prepare them for secondary education by developing independence

Mission Statement

“You are unique, talented and loved by God”

Our Lady & St Thomas Primary school recognises that we are all unique and loved by God. We celebrate the uniqueness of each individual child in our care and aim to provide a rich and relevant school experience within the context of a Christian Catholic environment, dedicated to promoting Gospel values.

By communicating these values, we endeavour to enable our children to achieve their full potential and become literate, numerate and caring adults with life enhancing skills and attitudes.

School Charter

Children are encouraged to make the right choices and our work as a Rights Respecting School encourages children to develop respectful, tolerant relationships and make good choices.

Our Lady and St Thomas R.C. Primary School believes in and actively promotes the positive attitudes of self-discipline, courtesy and concern. Children recognise that they have rights and need to respect those rights.

Each class has an agreed Charter which pupils and staff sign. In addition, children have helped formulate Playground and Lunchtime Charters, which illustrate how both adults and children can ensure that all children can access their rights in the classroom and school.

Collectively, we seek to establish a happy and fair school with a safe, positive environment in which all members of our community can flourish. UNCRC Article 29

Our School Charter:

**If we have the Right to an Education,
then we must respect the right to learn as much as we can and listen to others.**

**If we have the Right to a clean healthy school,
then we must collectively look after our school.**

**If we have the Right to be together and have a full life,
then we must try to be kind, share and let others join in.**

**If we have the Right to be respected,
then we have a duty to respect others**

GOVERNORS:

Mrs F. M. Gowland

Headteacher Governor

Foundation Governors

Mrs A. Aisbitt

(Chair)

National Leader of Governance

(7)

Fr B. Murphy

Mr J. Graham

(Vice Chair)

Mrs A. Portlock

Mrs. Sumega

Mr. F. Tinsley

Mrs H. Wilkinson

Mr D.P. Kingston

L.A. Governor & National Leader of Governance

Mrs M. Roe

Elected Parent Representatives

Ms J. Turnbull

Elected Parent Representatives

Mrs M. Fulton

Elected Teacher Representative:

STAFF AND CLASS ORGANISATION

Mrs A. Brown

Class 1 Yr R and Yr 1

Mrs J. Whitfield

Class 2 Yr 1, Yr2,

Mrs E. Pearson

Class 3 Yr 3, Yr 4 and Yr 5

Mrs M. Fulton

Class 4 Yr 4, Yr 5 and Yr 6

Mr. P. Naughton

Support Teacher

Mrs. Graham

Support Teacher

Mrs. E. Arrowsmith

Learning Support Assistant (Paediatric & First Aid)

Mrs C. Hauxwell

Learning Support Assistant (First Aid)

Mrs. C. Bailey

Teaching Assistant

Mrs. M. Luke

Teaching Assistant

Mr. J. Stamp

Teaching Assistant (Paediatric First Aid)

Mrs. J. Burton

Parent Support Adviser

School Secretary:

Mrs. L. Frame

Clerical Assistant

Mrs P. Caton

Lunch Time Supervisors:

Mrs. A. Anderson

Mrs J. Dunphy

School Caretaker:

Mrs L. McAloon

School Cleaner:

Mrs. A. Anderson

Cook:

Mrs B. Walker

Kitchen Assistant:

Mrs L. Moore

Breakfast Club:

Mrs E. Arrowsmith

School Crossing Patrol:

Mrs Jill Walker

BUILDINGS AND GROUNDS:

The school building is approximately 130 years old and both infant (KS1) and junior (KS2) departments are accommodated in the main building separated by the hall. There is a joint infant and junior playground and a school field enclosed by fences and hedges. The Reception/Year 1 classroom has its own exit onto the yard. There are boys and girls toilets within this area. The two KS2 classrooms are located across the hall, exiting from the corridor close to the Head Teacher's office and staff room. Each classroom has fire exits onto the yard. The Library / small group teaching area is situated close to the school entrance.

SCHOOL TIMES:

Morning Session	8.55 am - 12.00 am - Infants
	8.55am - 12.30 pm - Juniors
Morning Break	10.30am - 10.45am
Afternoon Session	1.15 pm - 3.10 pm - Infants
	1.15 pm - 3.15 pm - Juniors

THE CURRICULUM:

Hours spent teaching, including R.E. but excluding daily assembly, breaks and registration

Junior : 25 hours per week.

Infants: 23 hours per week.

Classes are of mixed age and mixed ability. All children follow the National Curriculum subjects of Maths, Science, English, History, Geography, Music, P.E., Art, Technology, and the school follows the "Come and See" R.E. syllabus for Primary Catholic Schools. French is taught in KS2. Each class follows a carefully devised programme, which ensures delivery of a creative, broad, balanced education. The National Literacy Strategy and the National Numeracy Strategy are taught throughout the school. The school places great importance on the teaching of literacy and numeracy and works closely with parents to raise attainment and achievement in these areas.

Personal, social and health education and citizenship are taught cross curricular and children learn their Rights as citizens and their responsibilities through regular circle time activities, cross age group Rights of the Child lessons and school council meetings.

Developing the Global Dimension has also been a high priority in order to broaden the knowledge and understanding of people and cultures across the world. Broadening children's understanding of the United Nations Conventions on the Rights of the Child has given children opportunities to develop the skills and attitudes that encourage them to play a responsible, active role in the community, country and beyond.

The school has held the Quality Mark for Basic Skills for over 10 years. It also holds the Anti-Bullying Accreditation, the Active Mark and the International School Award, and has the Investors in Children School Award. Cross-curricular opportunities to maximise the teaching of literacy and numeracy are a priority. Q.C.A. rolling programmes alongside the National Curriculum form the basis of all teaching within the school. There are 6 PC's in each infant class and additional laptops are available. Junior classes use laptops. Teaching of information technology is class, discrete and group based. The school has approximately **25 PC's, 30 Laptops and 30 IPads**. The school takes its responsibility to ensure e-safety at all times.

Unicef Article 3.

OUR LADY & ST THOMAS RCVA PRIMARY SCHOOL – STATUTORY ASSESSMENTS FOR 2016

KEY STAGE 1 RESULTS, 2016

Year 2	Achieved Standard School	Achieved National Standard	Greater Depth School	Greater Depth National
Mathematics	87.5%	73%	31.25%	18%
Reading	94%	74%	31.25%	24%
Writing	75%	66%	12.5%	13%

KEY STAGE 2 RESULTS, 2016

Year 6	Achieved Standard School	Achieved National Standard	Greater Depth School	Greater Depth National
Mathematics	94.4%	70%	44.4%	17%
Reading	88.8%	66%	17%	19%
Writing	94.4%	74%	22%	15%
Grammar, Punctuation & Spelling	94.4%	72%	22%	23%
Pupils who achieved the expected standard in MATHS, READING & WRITING and in greater depth	88.8%	53%	6%	5%

YEAR ONE PHONICS RESULTS, 2016

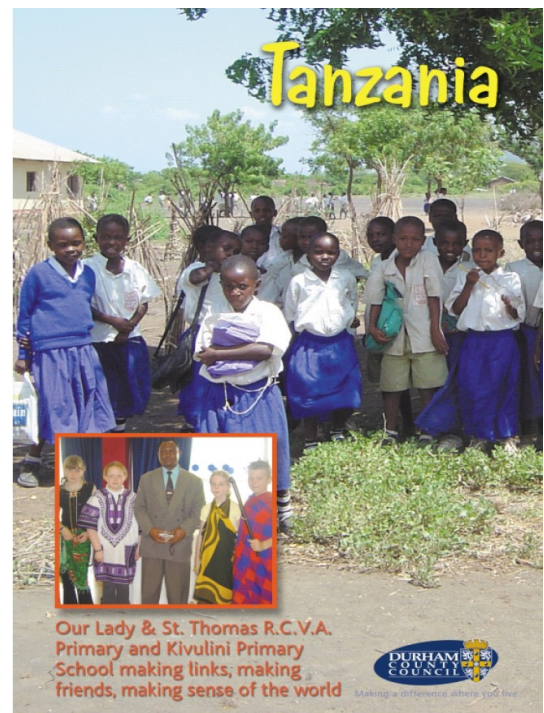
Year 1	School
Phonics	83%

The school is the holder of the International School Award, and has many international links, including:

Kivulini Primary School in Tanzania and St Anthony's in Uganda

The school provides the opportunity for year 6 pupils to have a residential visit each year, at Kingsway Activity Centre in Middleton.

This year, a group of pupils visited London and the Houses of Parliament.



RELIGIOUS EDUCATION:

In Law parents have the right to withdraw their children from Religious Education and Collective Worship. However this school is Roman Catholic and it is expected that having chosen the school in full understanding of the school's distinctive religious character, parents support their children's participation in all the religious aspects of the school. We have assemblies that develop personal, spiritual and social education linked to social and emotional aspects of learning and the UNCRC. Children from different faiths are respected as outlined in Article 14 and 20 of the UNCRC

SEX EDUCATION:

The schools policy for Sex Education is addressed through Q.C.A., Science Programmes of Study and P.H.S C.E. In the summer term the school nurse is invited to visit school to talk to girls and boys separately about how they change and develop into young people parental permission is sought prior to this talk. Unicef - Article 3.

EQUAL OPPORTUNITIES AND DISABILITY DISCRIMINATION

All children regardless of gender, race, ability and those with disabilities have the right to access the National Curriculum, Q.C.A. Programmes of Study, National Literacy Strategy, The National Numeracy Strategy and Come and See at their own level. A copy of the school's Equal Opportunities Policy , Gender Equality Action Plan and Disability Discrimination Acton Plan are available on request. Article 29.

SPECIAL EDUCATIONAL NEEDS and DISABILITIES:

If your child is having difficulty in a certain aspect of learning or requires special needs for medical reasons, they will be added to our Special Needs Register and will be given special care and support to help them lead an independent life as outlined in Article 23 of the UNCRC.

Children with Special Educational needs, including gifted and talented are identified on entry into school and support is provided to ensure they achieve their potential. Once in school children's academic development is monitored closely using teacher assessment and standardised tests. In October, February and June assessment data is used to track pupil progress.

Staff are targeted to ensure that every child achieves their potential. The school has two full time Learning Support Assistants who support the teaching of literacy and numeracy in the morning and work with children in the afternoon to develop speaking and listening skills, social skills, language, speech development, and enhancing motor skills. A copy of the school's Special Needs Policy is available on request. OR on the school's website - www.olst.org.uk

SAFEGUARDING:

Our Child Protection and Safeguarding Policies are to ensure the safety, security and well being of our children. We are a school, which encourages children to have 'no secrets', a school where the children can share concerns should they have any. It may be necessary on occasions to involve outside agencies, i.e. Social Care Direct, to ensure the utmost safety of our children. Article 19.

COLLECTIVE AND CORPORATE WORSHIP

Staff and pupils start the day with prayers and a shared Christian, Catholic experience in the classroom at 8.55am. Again prior to school lunch, children say Grace before meals. Again at the beginning of the afternoon children pray together. Each class has a special end of day prayer or shared spiritual reflection before the children leave the premises.

Assemblies are on Monday morning and Friday afternoon. Each First Friday of the month the school is invited to go to Mass at Church, with our Parish Priest Fr. Murphy. This is open to all parishioners and parents and begins at 9.15am. We greatly value our close links with the Church and the children are encouraged to be actively involved in preparing liturgy on a regular basis.

After each Mass parents of the class who prepared Mass, the children and parishioners are invited into school to have refreshments together. This provides an opportunity to celebrate our pupils achievements and is a wonderful occasion. On these 'First Friday's parents donate cakes, which are then sold after Mass to raise funds for charities.

As already stated, parents may wish to withdraw their children from acts of collective or corporate worship. The school respects this, as outlined in Article 14 Unicef Rights.

BEHAVIOUR AND DISCIPLINE

Children are encouraged to make the right choices and our work as a Rights Respecting School encourages children to develop respectful, tolerant relationships and make good choices.

Our Lady and St Thomas R.C. Primary School believes in and actively promotes the positive attitudes of self-discipline, courtesy and concern. Children recognise that they have rights. Each class has an agreed Charter. In addition, children have helped formulate Playground, Lunchtime, Toilet and Corridor Charters. These clearly define the rights of children but the school emphasises that they also have a responsibility. Collectively, we seek to establish a happy and fair school with a safe, positive environment in which all members of our community can flourish. Article 14.

Our School Charter:

**If we have the Right to an Education,
then we must respect the right to learn as much as we can and listen to others.**

**If we have the Right to a clean healthy school,
then we must collectively look after our school.**

**If we have the Right to be together and have a full life,
then we must try to be kind, share and let others join in.**

**If we have the Right to be respected,
then we have a duty to respect others**

THE SCHOOL HEALTH SERVICE:

The school nurse checks hearing, eyesight, height and weight at selected stages. At present children receive a full medical examination in their first year at school. The School Nurse can be contacted should you have any concerns about your child.

MEDICINES:

Children should not possess medicines of any kind without the knowledge of the school and their parents. Medicines are not encouraged but should it be unavoidable that a child should have to receive a dosage while at school the following procedure must be followed.

Parents are required to complete an 'Administration of Medication' form, available from the school office or which can be download from the website, detailing the medication, to ensure, where possible:

- that the exact dosage is provided and the medicine clearly labelled.
- Whenever possible, parents should administer medicines to their own children, where this is not possible, our first aiders will administer the medicine.

Inhalers should be clearly marked with the child's name and the dosage highlighted. A separate form is required for regular use of inhalers, epi pens etc.

NO child is to take any medicines, inhalers or perform any medical procedure without the knowledge of the Head Teacher or class teacher. Article 3.

ACCIDENTS AND ILLNESS:

Minor cuts and grazes are routinely attended to at school. Should the school be in any way concerned about a child's health due to accident or illness parents will be informed immediately. We give out Incident / Accident Slips at the end of the day should this be necessary. Please ensure that up to date contact numbers are supplied to the school.

SCHOOL UNIFORM:

The official school uniform consists of the

- sweatshirt - Royal Blue
- trousers or skirts - grey or black
- polo shirt - white or sky blue

The sweatshirts and t-shirts together with coats, book bags and caps can be ordered through the school office or on line through the school website. Whilst there is no official school P.E. Kit - children must change into appropriate clothes for physical activity i.e. t-shirt, shorts and plimsolls or lightweight trainers. P.E. kit should be brought to school at the beginning of each half term and left on the child's peg in the cloakroom in a suitable bag. The main school uniform order is collated in May, although there is a form on the website should you wish to purchase additional uniform during the year.

LATE ARRIVAL AND ABSENCES:

Late arrival requires a note or telephone message. All absences require that the school be informed as soon as possible by note, email or telephone message. You can also use the school website to complete an illness form should your child be ill. Failure to notify the school will cause the child to be registered as an unauthorised absence. (Figures published in the Annual Report to Parents and on children's individual school report).

PARENT/ADULT HELPERS:

There is a nucleus of parents/adults who regularly come into school to provide support in a wide range of areas. Their work is invaluable and the school would welcome any new helpers. Contact the Head Teacher should you wish to make enquiries about becoming a parent/adult helper. Be assured that all adults who will be in contact with your child at school have been subject to a DBS check. This is a routine but reassuring formality undertaken willingly by all adults in school.

EXTRA CURRICULAR ACTIVITIES:

Each teacher undertakes to support the extra curricular opportunities available to children in school. The school is in a local league and these matches are organised by Mrs Whitfield. Staff run a series of six-week taster sessions for a range of extra curricular activities, these include Football, Cookery, Walking, Dodge Ball, Athletics, Cricket, Basketball, Table Tennis, Story Club, ICT Club and Christmas Crafts.

VISITS:

Educational visits are planned into the curriculum and are valuable extensions to topics studied in school. You will always be informed in advance of a planned visit and the letter will also give information on clothing, packed lunches, times etc.

Disclaimer forms will be sent to you when your child commences school, and this will remain in force until they leave. (Unless residential high risk visits when a separate disclaimer will be sent). Full risk assessments will have been undertaken prior to each visit. It is essential that parents return disclaimers promptly as without full parental consent and contact details your child will not be able to attend. Contributions to the cost of the visit are also detailed in each letter.

FUND-RAISING:

The School holds events such as discos, fairs, First Friday Mass cake sales, and other sponsored events. Money raised is either donated to good causes nominated by our School Council or to buy equipment for use by and for the children.

POLICIES and OFSTED REPORT

The latest Ofsted Report are available to parents on request, or from the school's website.

There are also electronic versions of more common policies on the school's website.

SCHOOL MEALS:

School meals are nutritionally balanced and meet government guidelines. The menu runs on a three weekly cycle and children make their choices in consultation with parents. Currently meals are free to Reception, Year 1 and Year 2 pupils under the Government's Universal Infant Free School Meal System. Other pupils whose parents are on certain benefits may also qualify for a free school meal. Article 14 and 24 .

The 'Dining Room Charter' is clearly explained to all children.

BREAKFAST CLUB:

The school runs a Breakfast Club every morning from 8.00am to 8.50am. You can pre-book your child into this club, which currently costs £2.00 per day. Article 14 and 24.

HOLIDAYS:

The school provides a list of holidays together with a list of yearly special events concerning your child. Please find attached the Holiday list / School Calendar for the current year. In line with Government Guidelines - holidays in term time will not be permitted unless there are 'exceptional' circumstances, and there is a possibility that the Local Authority may fine parents for withdrawing their children for holidays.

SECURITY:

All external doors are closed and locked during the school day and may only be opened from the inside. Please report to reception on arrival. If children are being taught in the school garden, then the gates are also locked.

COMPLAINTS:

Cause for complaint may arise, but it should be met with honesty and openness realising that we are all working towards the personal, social and educational development of your child. Complaints about a member of staff or the curriculum should, in the first instance, be taken to the Head teacher, or in her absence, to the Deputy Head teacher.

The policy for the handling of complaints is available on request or from the school website.

SCHOOL TO HOME TEXT MESSAGING SERVICE:

The school operates a text service to inform parents of events and relay important messages etc . Please ensure the school has an up to date mobile for you at all times.

FINALLY;

Parents and Guardians are welcome in school as valued partners in their children's education. Teachers make every effort to be available to see parents but making an appointment would ensure quality time to discuss your child in a proper undisturbed atmosphere. This is also the case should you wish to speak to the Head Teacher.



**Thank You
for
considering our school**

