



# SS Peter & Paul Catholic Primary School

Part of... St. John Paul II Multi Academy  
Since... 1<sup>st</sup> December 2018



## 2021-2022 PROSPECTUS



*We live and learn in the light of Christ!*



# SS Peter & Paul

## Catholic Primary School

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# SS Peter & Paul

## Catholic Primary School

### VISION & MISSION STATEMENT

*We live and learn in the light of Christ!*

The Whole School Community, working together;

- 1 Will provide an experience of a living and worshipping community inspired by Gospel values;
- 2 Will value respect for others, forgiveness and reconciliation, trust and freedom;
- 3 Will offer high academic standards, with a central emphasis on R E and worship;
- 4 Will be faithful to the Church in faith and moral values;
- 5 Will promote peace and justice within the school;
- 6 Will recognise the dignity, aspirations and needs of each member of the community;
- 7 Will endeavour to ensure the school, parish and home work as one.

### OUR VALUES & ETHOS

### - FAITH - ACHIEVEMENT - HAPPINESS -

Our values underpin our vision and mission statement; creating our Catholic ethos, dictating our behaviours, influencing our decisions day to day in every interaction we have with others as we work to realise our vision. Every day at SS Peter & Paul the children will experience their **FAITH** in action, an element of success through personal **ACHIEVEMENT** and be **HAPPY** to be part of our school community; joyfully entering and leaving school with a smile.

### SCHOOL AIMS

- To foster the Christian growth of the children; not simply growth in their own faith, but a growing awareness of the world as maturing Christians.
- To help everyone in the school – child, teacher and others.
- To become the very best person he/she can.
- To prepare the children to meet situations of all sorts, to be confident in their own ability.
- To provide the opportunity for the children to make decisions.
- To develop self-discipline.
- To set goals and challenges for the children.
- To ensure that progress is made in the basic skills.

These are the ways in which we hope to achieve our aims:

- For **Pupils**; to always be the best person they can be in the image and likeness of God.
- For **Teachers**; to treat every child with respect and provide the best all-round education they can.
- For **Governors**; to look at all areas of school life and make decisions that will directly benefit teachers' and pupils' teaching and learning.
- For **Parents**; to be encouraged to take a keen interest in the life of the school and for them to be well informed about the work of the school. This is helped by the distribution of a weekly newsletter, school website, school Twitter feed, ParentMail App, clear documentation and formal parent consultation meetings. Parents are always encouraged to approach staff with any concerns or difficulties.
- The **School Parents & Family Association** (SPFA) supports the school and parish community, promoting good relationships and organising fund raising activities.





# SS Peter & Paul

## Catholic Primary School

### DESCRIPTION OF THE SCHOOL

SS Peter and Paul School which opened in 1961, serves the Parish of SS Peter and Paul, Pye Hayes, Birmingham. The school comprises of the main building. There are 2 computer suites serving 2 Key Stages. All classes are timetabled to use the suite during the week. All classrooms have interactive whiteboards along with computers and portable tablets for use in the classroom to support the curriculum.

The school hall is multi-purpose, being used for P.E, assemblies, concerts, and lunch times. There are two playgrounds, one for each Key Stage, and both have areas that are being developed environmentally by the children and staff.

There is a portacabin by the Junior playground and this has been refurbished as a Creative Arts Room. Currently, there are 7 classes with no mixed aged groups. The classes are timetabled in the mornings for Literacy and Numeracy.

Parents are extremely supportive and interested in their children's learning. Inspire Workshops are run by each year group and are always very well supported by parents, who work alongside their children on specific tasks. Parents are encouraged to take an active part in school life.

### NAMES OF STAFF AND GOVERNORS

LOCAL GOVERNING BODY	SCHOOL STAFF	
<b>Chair of Governors</b> Mrs H. Staunton  <b>Vice Chair of Governors</b> Mrs C. Bennett  <b>Foundation Governors</b> Mr M. McCormack Mrs A. Pinkney Mrs H. Staunton Mrs C. Bennett Mrs S. Healy Mr B. Eannetta  <b>Staff Governors</b> Mrs E. Calvert-Lyons Miss E. Stansbie  <b>Parent-Governor</b> Mrs J. Clifford Mrs D. Pulisciano  <b>Clerk to the Governors</b> Mrs W. Wright  <b>Head Teacher/Ex-officio</b> Mr N. Porter	<b>Executive Head Teacher</b> Mr N. Porter  <b>Head of School</b> Mrs E. Calvert-Lyons  <b>Acting Vice Principal</b> Mrs D. Pawley  <b>Class Teachers</b> Reception: Miss E. Stansbie Year 1: Miss D. Chick Year 2: Mrs J. Basra Year 3: Mrs T. Wright Year 4: Mrs L. Gray Year 5: Miss M. Hanrahan Year 6: Mrs M. Seager & Mrs C. Oakley Mrs V. Dormi (M.F.L Specialist - Spanish)  <b>Maternity Leave</b> N/A  <b>Teaching Assistants</b> Mrs L. Smith Miss M. Hart Mrs R. Adamo Mrs S. Hastings Miss Z. Gilliver Mrs R. Jones	<b>Office Administrator</b> Mrs E. Brennan  <b>Building Services Supervisor</b> Mr P. Rice  <b>School Cleaning Supervisor</b> Mrs E. Zakrzewska  <b>Lunchtime Supervisors</b> Mrs V. Madden Mrs V. Qazimi Mrs J. Crooke Mrs S. Thompson Mrs L. Smith Mrs S. Yasmin Mr N. Massey  <b>Senior Kitchen Supervisor</b> Mrs J. Clarke  <b>Kitchen Assistant</b> Mrs D. Tevlin  <b>Leading Light Club (Out of School)</b> Mrs L. Smith Mr N. Massey Mrs J. Crooke



# SS Peter & Paul Catholic Primary School

## THE LOCAL GOVERNING BODY

The Local Governing Body at SS Peter and Paul comprises of a wide range of people who bring different skills and experiences to this important role. The governors are jointly responsible for the conduct of the school ensuring that the best possible Catholic education is provided for the pupils. There are currently twelve governors, lead by the Chairperson, Mrs Helen Staunton. As we are part of the St. John Paul II Multi-Academy, the Local Governing Body is accountable to the Academy Board of Directors.

There are seven Foundation Governors, two Staff Governors, two Parent Governors and the Head Teacher. Foundation Governors, who are in the majority, are specifically appointed to ensure the school is run in accordance with the Diocesan Trust Deed and to guarantee the preservation and development of the Catholic nature of the school. There is of course the Head Teacher, representing the day-to-day leadership and management of the school, and the Parish Priest providing the spiritual guidance that is an essential part of the school's Catholic ethos.

The Parent Governors provide a representation for parents on the Governing Body.

What is the precise role of the Governing body and how does it benefit the success of your children's education and personal development?

The answer can be summarised in three sections:

1. **To provide a strategic view** – the governor's focus on the key issues of ensuring the Catholic life of the school, raising standards of achievement, establishing high expectations and promoting effective teaching and learning.
2. **To act as a critical friend** – critical in the sense of its responsibility for monitoring and evaluating the school's performance, but a friend because it exists to promote the success of the school and its pupils.
3. **To ensure accountability** – the head teacher reports to the Governors on the school's performance in all areas. In their turn the Governors are answerable to the Diocesan authority, parents and Local Education Authority for the overall performance of the school.

To achieve these aims the Local Governing Body meets at least once a term and deals with specific subjects through a number of sub-committees. Each Governor is also involved in Academy Committees with responsibilities as follows:

- . Catholic Life & Wellbeing
- . Audit & Finance
- . Curriculum & Standards
- . HR & Operations

Governors undertake regular training courses provided by the Academy and Local Authority to ensure that the latest educational practice is applied in their role.

Beyond the practical framework we have outlined above it is clearly the sincere aspiration of all the Governors to lend their time and skills to the ongoing success of the school and the affirmation of its unique Catholic character.





# SS Peter & Paul

## Catholic Primary School

### ADMISSION PROCEDURE

Parents considering sending their children to SS Peter and Paul School are welcome to look round the school and to see the Head Teacher by appointment. Registration for a place in Reception class can take place at any time prior to their start by completing our own admission form, available from the school office. The Local Authority will forward information and application procedures to your address in the autumn term prior to your child starting school.

### ADMISSION POLICY

The Governors of the school have a responsibility to maintain the Catholic character of SS Peter and Paul School and the Admissions Policy is as follows: The Schools Pupil Admissions Number (PAN) is 30. If the number of applications exceeds the standard number, places will be allocated in the following order of priority:

1. Baptised Catholic children who are in the care of the local authority (looked-after children) or provided with accommodation by them. (e.g. children with foster parents)(Section 22 of the Children Act 1989)
2. Baptised Catholic children living within the Parish of SS Peter and Paul who have a brother or sister in the school at the time of admission.
3. Baptised Catholic children living within the Parish of SS Peter and Paul.
4. Baptised Catholic children living outside the Parish of SS Peter and Paul who have a brother or sister in the school at the time of admission.
5. Baptised Catholic children living outside the Parish of SS Peter and Paul.
6. Non-Catholic children who are in the care of the local authority (looked after children) or provided with accommodation by them. (e.g. children with foster parents)
7. Non-Catholic children who have a brother or sister in the school at the time of admission.
8. Non-Catholic children.

If there is over subscription within a category, the Governors will give priority to children living closest to the school determined by the shortest straight line distance measured from the front door of the School to the home address, as advised by the Local Authority.

Parents who wish to appeal against the decision of the Governors to refuse their child a place in the school may apply in writing to the Chair of the Local Governing Body at the school address or to the Academy Board of Directors thereafter at:

**St. John Paul II Multi Academy Central Office, Sacred Heart Catholic Primary School,  
Earlsbury Gardens, Birmingham, B20 3AE.**







# SS Peter & Paul Catholic Primary School

## PARENTS AND THE SCHOOL

We value the involvement of parents in the life of our school and we aim to provide a welcoming atmosphere for all parents. Education is the joint responsibility of the parents, teachers and children. We all need to work together to provide the best possible learning environment for all our children.

Reporting to parents takes the form of:

<u>Autumn term</u> –	Parents' meetings in September, to inform parents about the work and expectations for the coming year. Parents' evenings, to inform about progress and discuss targets.
<u>Spring term</u> –	Parents' evenings to inform about progress.
<u>Summer term</u> –	Annual written report with an opportunity to discuss the report or progress if required.

Parents are welcome at any time, but it is helpful if an appointment is made. This helps us to ensure that we are available and that information is to hand. If an urgent problem arises, someone will always be available to see you.

Please come to the school on other occasions during the school year, including:

Class assemblies, Celebration assemblies, Annual meeting between parents and governors, Book week, Christmas concerts, Sports day and Open evening.

## INSPIRE

We are always grateful for the voluntary help given by parents. There are numerous ways in which you can help in the class or with small groups of children. If you would like to be involved in helping, please let us know. We also run various workshops throughout the year where you will be invited to work with your child; this is a valuable opportunity for you to enjoy quality time working alongside your child to achieve something together.

## SCHOOL PARENTS AND FRIENDS ASSOCIATION (SPFA)

There is a thriving School Parents & Friends Association, which organises functions throughout the year, adding colour to the social calendar. It is a fundraising organisation, and the money raised is used to buy educational equipment that the school would not otherwise be able to afford.

In the past year, the SPFA has raised money to provide us with many resources which have benefited the whole school.





# SS Peter & Paul

## Catholic Primary School

### THE SCHOOL CURRICULUM

The school curriculum is designed to meet the requirements of the National Curriculum in accordance with Government legislation but has been personalised to meet the needs of our pupils at SS Peter and Paul. We plan and develop our curriculum so that, as they progress through the school, the children's experiences will match their needs and stages of development rather than their chronological ages.

Our curriculum drivers underpin the knowledge, understanding and skills of our curriculum; everything we want our children to learn and experience. Our curriculum drivers reflect our desire for our teachers and pupils to explore, develop and enhance their experience of these fundamental concepts in every year group over time. Our unique curriculum will allow children to grow in **FAITH**, hold and achieve **ASPIRATIONS** and appreciate the **CULTURAL DIVERSITY** of their peers and locality within which they live.

The children are arranged generally according to age with an individual teacher responsible for all the subjects in the curriculum. The progress of all the children is monitored throughout their school life. Where children are assessed to have particular strengths or weaknesses, every effort is made to support the needs of these children within the framework of our curriculum.

In line with the National Curriculum, the children are taught subjects within a Creative Curriculum Framework which allows subjects to be taught collectively or discretely from the following categories:

#### CORE SUBJECTS

Religious Education, English, Mathematics and Science.

#### FOUNDATION SUBJECTS

Computing, Design & Technology, History, Geography, Music, Art & Design, Languages, PSHE and Physical Education.

### RELIGIOUS EDUCATION

As a Roman Catholic Academy School the basic religious ethos is to be found across the whole curriculum and not just within the RE timetable. The whole aim of the school is the Christian growth of the children, not simply their growth in Faith but in their growing awareness of the world as a maturing Christian. We believe that links between home, school and parish are vital.

We use the curriculum strategy for Religious Education in the Catholic Primary Schools of the Archdiocese of Birmingham.  
**– Learning and Growing as the People of God.**

The children come together for collective worship throughout the school week; this can be in whole school, Key Stage or in-class assemblies. The children also experience collective worship in the form of daily class prayers. Our Parish Priest regularly celebrates Mass with school. Each class has their own celebration of the Mass, during school time and on Sunday's, and the children are involved in the planning and participation of the celebration. In addition, we celebrate whole school Masses at the beginning and end of term, our school feast day, holy days of obligation and other significant occasions.

In Year 3, Catholic children are prepared for the Sacrament of Reconciliation and for the reception of the Sacrament of Holy Communion. In Year 6, the children continue their faith journey by preparing for the Sacrament of Confirmation.

The programme of preparation is a joint commitment between the home, the school and the parish. Parents are encouraged to play their part in the home based aspects of the programme and also support celebrations organised as part of the programme.

As most children in the school are Catholic it is to be expected that **every child** will attend all acts of worship. (Masses, Assemblies, Collective Worship and Religious Education)





# SS Peter & Paul

## Catholic Primary School

### SPECIAL EDUCATIONAL NEEDS

The term 'Special Educational Needs' has a legal definition. Children have a learning difficulty if they have a significantly greater difficulty in learning than the majority of children the same age and they require additional support. Special educational needs could mean that a child has difficulties with some or all of the work in school; reading, writing, number work or understanding information, expressing themselves or understanding what others are saying, making friends or relating to adults, behaving properly in school, organising themselves, some kind of sensory or physical needs which may affect them in school.

We aim to enable all pupils to develop their abilities, interests and aptitudes as fully as possible. When special needs are identified, it is our intention to fully consult with parents. The school follows the **'Special Educational Needs National Code of Practice'** – January 2015.

Practice on the identification and assessment of special educational needs is available in school for parents to consult. We liaise with other agencies where appropriate to set up support strategies. These include:

- 1 Pupil and School Support
- 2 Education Psychological Service
- 3 Behaviour Support Service
- 4 Outreach Workers from Special Schools

Some children will require additional help and support over a long period of time, whilst others support will be over a relatively short period and perhaps in only one area of the curriculum. The school has a special educational needs policy giving full details of policy, provision and practice.

### SCHOOL ACCESSIBILITY PLAN

The key objective at SS Peter & Paul School is to reduce and try to eliminate barriers to learning, allowing access to all areas of the curriculum and a full school life for pupils and prospective pupils with a disability.

### SCHOOL ACCESSIBILITY PRINCIPLES

The school recognises its duty under the Disability Discrimination Act as amended by SENAR:

- not to discriminate against disabled pupils in our admissions policy or in the provision of education and associated services.
- not to treat disabled pupils less favourably.
- to take reasonable steps to reduce disadvantage for disabled pupils.
- to publish a Local Offer and School Offer of Special Educational Needs provision available.

The school recognises the expertise of parents and carers in knowing how their child's disability affects their ability to carry out normal duties, and respects the parent/carers and child's right to confidentiality.

The school provides all pupils with a broad and balanced curriculum, which is differentiated and adjusted to suit different and individual learning styles. We do this by:

- setting suitable learning challenges.
- taking note of pupils diverse needs.
- looking at individual pupils and groups so that potential barriers to learning can be addressed.

We have written our School Offer under the Disability Equality Scheme. We have completed this so that, as a school, we make sure that all children, staff and families have the same opportunities as everyone else in the community regardless of whether they have a disability. One of the strands of our Action Plan is to audit and record the pupils, staff, parents and governors, who regard themselves as having a disability, to find what reasonable adjustments we can make as a school to meet their needs. The School Offer will be available on the school website.

Future plans include:                      - Review of Local and School Offer of Special Educational Needs Provision.



# SS Peter & Paul Catholic Primary School

## MORE ABLE PUPILS

We understand that children learn and develop at different rates which mean that, as well as those with special educational needs, we also have children who are particularly gifted or talented in certain areas of the curriculum. We endeavour to ensure that these pupils are stretched to enable them to reach their full potential.

## EQUAL OPPORTUNITIES

It is part of the Christian ethos of the school that all pupils and members of staff be treated justly with regard to their equality in the eyes of God. Therefore, every attempt is made to carry out this policy within the school in every aspect of school life.

## CATHOLIC VALUES & VIRTUES

At SS Peter & Paul we create an ethos based around the Diocesan Virtues and British Values. Each half-term we focus on different areas which help promote mutual respect, tolerance, individual liberty, democracy and the rule of law. All encompassed by our faith and the teachings of the Gospel, reminding us to live our lives as God would want. All building towards our School Motto: Bigger, Better, Faster, Stronger.

*We live and learn in the light of Christ!*





# SS Peter & Paul

## Catholic Primary School

### DISCIPLINE

Discipline in the school follows Christian principles. The purpose is to develop the character of the children to respect their own person and belongings and to respect other people and their property. This is summed up in our school rules where children should *treat each other how they would wish to be treated*:

**Jesus said, "Love one another as I have loved you."**

The school follows the Authority's disciplinary policy, which requires that pupils should be required to regulate their conduct through self-discipline. Where self-discipline is inadequate a variety of sanctions may be imposed for misconduct, but corporal punishment is not permitted under any circumstances. Our 'Good to be Green' system works well. Guidelines are made clear to staff, parents and children in our 'Behaviour Booklet', our 'Home School Agreement', our 'Code of Conduct' and our 'Policy on School Uniform'.

### REWARDS

At SS Peter and Paul School our policy on rewards is to encourage good behaviour. As a school we aim to be consistent in our approach by:

Recognising and highlighting good behaviour as it occurs. Ensuring that all children are praised for good behaviour. Ensuring that all criticism is constructive. Explaining and demonstrating the behaviour we wish to see. Encouraging children to be responsible for their own behaviour. Informing parents of their child's unacceptable behaviour. Rewarding individual children and groups of children for behaving well.

A structured reward system exists to maintain this policy. By the use of Merit Certificates, Letters to parents, Celebration Assemblies, Head Teachers awards and General assembly's where the promotion of positive behaviour is encouraged and displayed.

### SANCTIONS

Any incidents of unacceptable behaviour occurring in school will be treated fairly but with firmness. Parents are informed when their children persistently show disregard for school rules and discipline. They are expected to co-operate with the school in finding ways of assisting their child to develop into responsible members of the school community.

For serious misconduct, a child may have to be excluded from school for either a fixed period of time or permanently. This includes being excluded at lunchtimes. Parents would always be informed in writing. This sanction would always be reported to the Chair of Governors and the Local Authority. Parents may appeal against the exclusion of their child. An anti-bullying policy is in place. Any incidents of bullying are taken very seriously and dealt with immediately.







# SS Peter & Paul Catholic Primary School

## SS PETER & PAUL HOUSE SYSTEM

SS Peter & Paul Catholic Primary School operates a house system.

There are four houses: Saint Peter, Saint Paul, Our Lady and Saint Joseph.

Every child and teacher in the school is allocated a house to belong to and support upon entry to the school. Each house team has a representative colour and each member receives a coloured badge to visualise which house they belong to. These houses are essential as they create a community spirit and encourage team work, perseverance, participation, creativity and global thinking. Each house has two house captains (one girl and one boy) and one vice-captain elected from Year 6. Events, where houses will compete against each other, will be held throughout the year.

### Saint Peter



### Saint Paul



### Our Lady



### Saint Joseph



## PASTORAL CARE

The Head teacher and Deputy Head teacher have overall responsibility for pastoral care, but each class teacher is expected to be aware of any emotional or learning difficulty a child may be experiencing. Each class teacher is responsible for providing a caring environment which fosters good adult/child relationships, and where children are encouraged to have respect for each other. They are encouraged to take an individual interest in each child and family. Everything possible is done to ensure that children are happy in school and that they work to the best of their ability to achieve their full potential.

## RELATIONSHIP SEX & HEALTH EDUCATION (RSHE)

The Governors recognise the parents' rights to be the educators of their children in this important aspect of education. However, after consultation with staff, parents and governors the Governors have agreed to follow the 'Life to the Full' programme, developed by TEN:TEN and recommended by the Diocese. This programme is designed to assist parents by promoting a gradual understanding and healthy appreciation of self, of growth, of relationships with others, of emotions, love, marriage and family life, as well as a growing awareness of the facts of human reproduction. Parents will be given the opportunity to see the programme of work each year.



# SS Peter & Paul Catholic Primary School

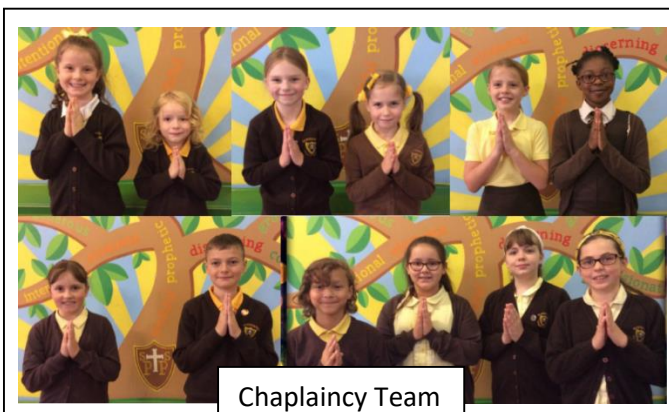


## CHILD PROTECTION AND SAFEGUARDING

In matters of Child Protection, the school will follow the procedures laid down by the Local Authority and the Archdiocese. This includes the involvement of other agencies including the Social Services, Health Services and/or Police. The Designated Safeguarding Leader (DSL) responsible for Child Protection is the Head Teacher. This school is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. All adults who work unsupervised with our children are DBS checked.

## SECURITY

A number of improvements have been made to ensure the safety and security of all children and adults on the school site. Controlled-Access Electronic Gates have been fitted on the drive and pathway. Press the buzzer to speak to the school office. Gates to both Junior and Infant areas are locked each morning and re-opened 10 minutes before the end of the school day. All parents and visitors who come to school between those times must report to the school office. On no account should parents come into school or the playgrounds without reporting to the office. At home time teachers will keep the children with them until a parent or recognised adult is identified or other arrangements have been specified. The main doors of the school are always locked. There is a controlled access; you should ring the bell on the wall to access the school. This is to ensure that no unauthorised persons can enter the school.







# SS Peter & Paul Catholic Primary School

## ATTENDANCE

We have a School Attendance Policy.

**“Achievement is directly affected by attendance.”**

We need to ensure that the children attend as regularly as possible as every day really does make a difference.

Please ensure that your child is at school by 8.50 a.m. each morning. Teachers accept responsibility for supervision from 8.40 a.m. Children arriving in school after the register has been taken are marked absent. There may be days when your child is absent from school owing to illness; we will require a phone call or a note explaining the reason before 9.30 a.m. We will contact parents if no reason for absence is received. A note is required if a child is to be excused from PE, games or swimming on medical grounds. Punctuality is also very important. Class registers are regularly inspected and any absences without explanation and persistent lateness will be reviewed by the Education Welfare Officer. If your child needs to leave school early, for whatever reason, please report to the school office. Your child will be collected from class and brought to you. Children may not be taken out of school without prior permission of the Head Teacher. Neither are they permitted to leave school unaccompanied during school time. Holidays during term time are not authorised as it does have an adverse impact on the children's education. A request for leave form must be completed if you do take your child out of school during term time; it is then up to the Head Teacher to decide whether to authorise the absence or issue a penalty. Guidelines for authorisation are strict and can only be given for exceptional circumstances.







# SS Peter & Paul Catholic Primary School

## SCHOOL UNIFORM

The Governors feel that it is important that the children wear the full school uniform as it promotes positive behaviour patterns and enhances the school environment and reputation. We ask for your co-operation in this matter.

WINTER UNIFORM	SUMMER UNIFORM
Brown Trousers (Short or Long)	Brown Trousers (Short or Long)
Brown Skirt or Pinafore	Brown Skirt or Pinafore or Yellow/Lemon checked dress
Cream Shirt or Blouse	Gold Polo Shirt
School Tie	Brown Jumper or Cardigan
Brown Jumper or Cardigan	Brown or White Socks (not sports socks)
Brown or Fawn Socks / Brown Tights (not flesh coloured)	

School Uniform, polo shirts and T-shirts bearing the school emblem are available from:

- School Parents & Family Association (SPFA)

Contact Katie Wiggins: Mobile - 07748685998 or e-mail - [Katie@admerchandise.co.uk](mailto:Katie@admerchandise.co.uk)

- Tesco Online

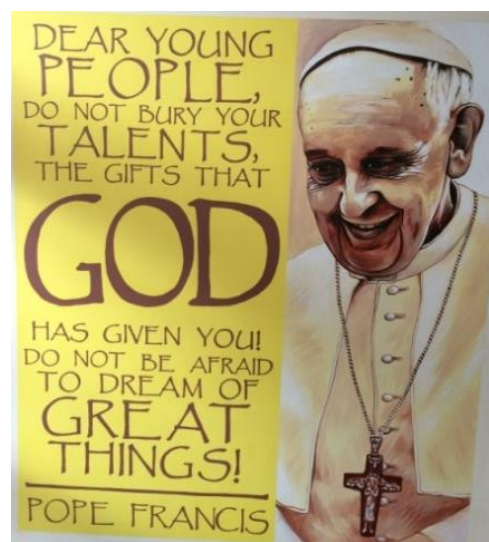
Website: [www.clothingattesco.com/icat/embschoolwear](http://www.clothingattesco.com/icat/embschoolwear)

- Clive Mark, 11-13 Boldmere Road, Boldmere, Sutton Coldfield, B73 5UY.

Contact: 0121 382 1728 e-mail: [websales@clivemark.co.uk](mailto:websales@clivemark.co.uk) Website: <http://schooluniform.clivemark.co.uk>

Ask in school for details. A stock of Ties, book bags, pump bags, satchel bags, ruck sacks and water bottles are in school. Prices available on request.

Sensible black shoes must be worn. Trainers and boots are not allowed. For health and safety reasons jewellery is limited to stud earrings and a simple watch. **We ask that parents ensure that children's haircuts are of a reasonable style for school, avoiding extreme fashion haircuts.** Our Uniform Policy is given to all new parents on entry. Please ensure that all items of clothing are marked with your child's name and class.





# SS Peter & Paul Catholic Primary School

## THE SCHOOL DAY

The timing of the school day is as follows:

### Monday to Thursday

#### KEYSTAGE 1

08.50 a.m. – 12.00 noon  
1.10 p.m. – 3.20 p.m.

#### KEYSTAGE 2

08.50 a.m. – 12.00 noon  
12.55 p.m. – 3.20 p.m.

### Friday

#### WHOLE SCHOOL

08.50 a.m. – 12.00 noon  
1.00 p.m. – 2.00 p.m.



There is a 15 minute break in the morning for all children and a 10 minute break in the afternoon for Key Stage 1 children.

***Please note: school finishes at 2.00 p.m. every Friday.***

## THE ACADEMIC SCHOOL YEAR

### Autumn Term 2021

Thursday 2<sup>nd</sup> September – Friday 22<sup>nd</sup> October – Half Term – Monday 1<sup>st</sup> November – Friday 17<sup>th</sup> December.

### Spring Term 2022

Tuesday 4<sup>th</sup> January – Friday 18<sup>th</sup> February – Half Term – Monday 28<sup>th</sup> February – Friday 8<sup>th</sup> April.

### Summer Term 2022

Monday 25<sup>th</sup> April – Friday 27<sup>th</sup> May – Half Term – Monday 6<sup>th</sup> June – Friday 22<sup>nd</sup> July.

### Teacher Training Days (5)

- Thursday 2<sup>nd</sup> September 2021.
- Friday 3<sup>rd</sup> September 2021.
- Monday 1<sup>st</sup> November 2021.
- Day 4 to be confirmed.
- Friday 1<sup>st</sup> July 2022.

*Our Class Saint...*



*Reception*

**Saint Peter**

Feast Day: 29th June

*Our Class Saint...*



*Year One*

**Saint Paul**

Feast Day: 29th June

*Our Class Saint...*



*Year Two*

**St. Rose of Lima**

Feast Day: 23rd August

*Our Class Saint...*



*Year Three*

**Our Lady**

Feast Day: 1st January

*Our Class Saint...*

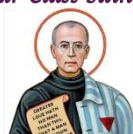


*Year Four*

**St. Teresa of Calcutta**

Feast Day: 24th September

*Our Class Saint...*



*Year Five*

**St. Maximilian Kolbe**

Feast Day: 14th August

*Our Class Saint...*



*Year Six*

**Saint Joseph**

Feast Day: 19th March



# SS Peter & Paul Catholic Primary School

## **GAMES, PE AND SWIMMING KIT**

All children need a pair of white or black shorts, a 'house team' coloured T-Shirt (You will be given information about your child's House Team upon induction), a pair of pumps and a bag in which to keep them – these must be kept in school at all times and clearly labelled with your child's name.

Children from Year 3 upwards will also require swimwear. Classes are taken to the swimming baths in Erdington on Thursday afternoons, on a half-termly rota basis. Classes will be informed at the beginning of each academic year when they will go swimming.

It is a parental responsibility to ensure that children are properly equipped for all P.E and swimming lessons as part of the requirements of the National Curriculum.

## **SPORTING AIMS & PROVISION**

We see the opportunities for sport as very important to every child's development. To this end we aim to give all children the opportunity to take part in some sporting activities. Apart from gymnastics and dance, the children are taught to play team games. At present these include:

Athletics, Badminton, Cycling Awareness, Football (7, 6 and 4 a-side, girls, boys and mixed), Rounders, Volleyball, Swimming, Tag Rugby, and Netball.

During the past years the Birmingham Catholic School Sports Association, of which the School is a member, has actively supported all these. Kingsbury School Sports Partnership helps with competitions.

## **EXTRA CURRICULAR ACTIVITIES**

We consider extracurricular activities as an important part of our school life. Teachers sometimes provide these activities in their own time after school:

Football, Cheerleading, Netball, Art, Computing, Tag Rugby, Volleyball, Multi-skills, Karate and Boxing.







# SS Peter & Paul Catholic Primary School

## SECONDARY SCHOOL EDUCATION

Year 6 children leaving SS Peter & Paul in July 2020 will attend the following Secondary schools:

Secondary School Attended	Number of Pupils
St. Edmund Campion	7
Bishop Walsh	10
St. Paul's Girls	2
Sutton Grammar School for Girls	1
Cardinal Wiseman	1
Fairfax – Sutton Coldfield	3
Erdington Academy	0
Bishop Vesey Grammar	0
King Edward VI Grammar	0
Edgbaston High School for Girls	1
Highclare Independent	1



St. Edmund  
Campion



Bishop  
Walsh



St. Paul's  
Girls

The choice of a Secondary School for your child is very important. The LA will contact all parents at the end of Year 5 requesting this choice. Please take full advantage of the opportunity given to see schools on Open Evenings and contact SS Peter and Paul if you need any more help.

## HEALTH AND SAFETY

For Health and Safety reasons parents are requested not to bring their dogs or cars into the school grounds. Parents bringing children to school in cars or picking them up are asked not to park on the zigzag lines outside school. We all need to take responsibility for keeping our children safe.

## MEDICINES AND ACCIDENTAL INJURY

The only medication which can be brought into school, is medication prescribed by a doctor. Parents/guardians will be asked to complete a permission form and medicine should be given to the school office.

If a child is taken ill or has an accident, every effort is made to contact the parents. It is therefore essential that we have **up-to-date contact numbers**. Please notify the school of changes of address, work or telephone numbers immediately. In case of serious injury and the parents not being available, an ambulance will be called for to take the child to the hospital for treatment.

An asthmatic child should have his/her inhaler in school at all times. This refers to the relief medication inhaler/nebulizer only i.e. the blue one. The preventative medication (usually an orange inhaler) is normally only necessary before and after school; there is no need, therefore, to have it in school. Inhalers should be clearly marked with the child's name and will be kept in the classroom (a special box is kept in class for this purpose). Parents are responsible for making sure that inhalers are not empty, are in date and that children are trained to use them appropriately. Any change in the child's condition should be communicated to the school as soon as possible.

## MEDICAL EXAMINATIONS

The School Nurse will screen all children during their first year. Parents and guardians are expected to be present, in order to give information about their child to her and to receive her advice.

Every child must have a Booster Immunization before starting school. The School Nurse visits school regularly and home visits can be arranged by appointment. School Clinic is:

**Stockland Green Health Centre, Reservoir Road, B23 6DJ.**

**Telephone Number is 0121 465 2350**



# SS Peter & Paul Catholic Primary School

## HEALTHY SCHOOL - SCHOOL MEALS AND HEALTHY EATING

Children remain in school during the lunch hour and may not leave the premises.

Dinner money must be paid promptly. Children who are absent on a day when a meal has been paid for will be credited with a meal and an adjustment will be made when dinner money is paid.

Dinner Money (£2.30 per day - £11.50 per week) should not be brought to school as we are now a cashless school. Any payment required can be made via our school ParentMail App.

Free School Meals may be applied for if you are in receipt of Income Support. Forms are available at the School Office. The Government provides Universal Infant Free School Meals for all children in Reception, Year 1 & Year 2. Please ask at the school office for more information on Free School Meals.

Parents may prefer their child to have a healthy packed lunch. This must be stored in a suitable container. All uneaten food will be returned home. Children must not bring glass bottles or containers into school. We encourage children to eat healthy foods. The government provides fruit for Key stage 1 children and fruit is available for all children in the hall. Milk is provided for all children at morning break.

## HEALTHY SCHOOL – COMMITMENT TO FITNESS

Children are encouraged to be physically fit and active in all aspects of school life. We have recently installed cycle and scooter racks to enable our children to be active on the way to and from school, leaving the car behind. We have published safety guidelines for our children that are available on request from the school office. Parents are encouraged to support the "Walk to School" initiative. If the family home is too far from school, then parents are asked to park in Lidl car park and walk the remaining distance.







# SS Peter & Paul Catholic Primary School

## HOMEWORK

We believe that a strong partnership between school and home is very important. Parents are rightly keen to support their children's learning at home.

The school has a policy of regular, timetabled homework, when children will take work home with them to complete. This is a good opportunity for parents to talk with their children about schoolwork. A copy of the Homework Policy will be sent to all parents at the start of the academic year.

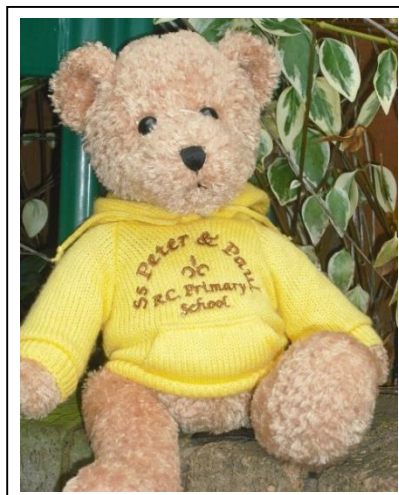
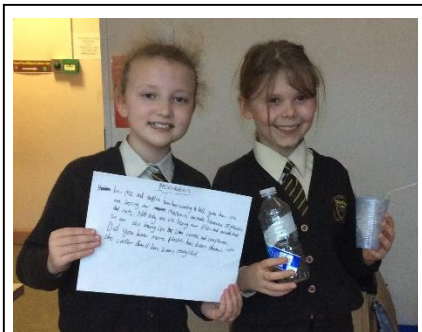


## SCHOOL FUND

The school relies greatly on the collection of school fund. Contributions are quite voluntary, but if a small amount, per child, is sent in regularly, it is greatly appreciated. Parents will receive a request via our school ParentMail App each term. The suggested amount is £10 per child per term. Thank you in advance.

## CHARGING POLICY

Any charges made by SS Peter and Paul School must meet the requirements of the Education Reform Act 1988. The Governors endorse the guiding principles contained in the Act, in particular that no child should have its access to the curriculum limited by charges. See our Charging & Remissions Policy.







# SS Peter & Paul

## Catholic Primary School

### EDUCATIONAL VISITS

We are very fortunate in this City to have so many museums, farms and other centres of interest. The staff will arrange appropriate visits for the children at a reasonable cost. Year 5 children have a Religious Residential visit to Alton Castle each year and Year 6 children have an Outdoor & Adventurous Residential visit in the summer term. The school follows the LA documentation on educational visits.

### EDUCATIONAL VISITS – AIMS

To make a broad programme of activities accessible to as many children as possible.  
To establish and maintain a fair and coherent system of charges within the constraints of the school budget.

### EDUCATIONAL VISITS – IN PRACTICE

1. Voluntary contributions may be invited for activities which take place mainly within school hours. No child may be excluded because of inability to pay, but the school is entitled to cancel the activity if the level of contributions does not meet its budgetary requirements.
2. Activities which take place mainly out of school hours are chargeable.
3. Board, lodgings and travel costs will be charged on residential trips, subject to statutory exceptions.

Requests for help from parents on income support or family credit will be considered and assistance provided within the limits of the school's budget. Complete confidence will be observed in all such matters. Any insurance costs will be included in the charges for trips or activities.



### SCHOOL INDUCTION

Our carefully planned programme of induction for children starting school includes:

- Visits to school/invitation to school events.
- Information meeting.
- Children spend afternoon in Reception class in July.
- Individual appointments for parent and child in September for baseline assessment.
- Parents invited to participate in class during the Reception year.
- Information booklet for Reception Parents.





# SS Peter & Paul Catholic Primary School

## COMPLAINTS PROCEDURE

More detailed information is available in our Complaints Policy. In the first instance, parents should discuss any problems or concerns with the child's class teacher. Most problems can be sorted out this way. If you are still dissatisfied, there are other levels at which complaints could be considered.

### 1. The Head Teacher

If you are worried about something concerning your child at school, you should first ask to discuss the difficulty with the Head Teacher. You can do this by telephoning the head, writing a letter/email or making an appointment to meet.

It may be suggested to you by the Head Teacher that it would be more appropriate for you first to talk with another senior member of staff or one of the teachers.

### 2. The Governors

Most complaints will have been resolved by this stage but, if you are still unhappy, the next step is a formal complaint to the Governing Body in writing. Send in the letter to the Chair of Governors at the school. Try to keep a copy of the letter; it may help you later. The Governors will let you know who will investigate your complaint and how they will deal with it.

### 3. The Board of Directors

If you are still dissatisfied, you can contact the Chair of the St. John Paul II Multi Academy Board of Directors:



**The Chair of the Board of Directors,  
St. John Paul II Multi Academy  
Central Offices,  
Sacred Heart Catholic Primary School,  
Earlsbury Gardens,  
Birmingham,  
B20 3AE.**







# SS Peter & Paul

## Catholic Primary School

### CONTACT INFORMATION

SS Peter & Paul Catholic Primary School

Kingsbury Road

Pype Hayes

Birmingham

B24 9ND

TEL – 0121 675 6028

Fax – 0121 675 8375

E-MAIL – [enquiry@ssptrpl.net](mailto:enquiry@ssptrpl.net)

WEBSITE – [www.ssptrpl.net](http://www.ssptrpl.net)

TWITTER – [@SSPeterPaulB24](https://twitter.com/SSPeterPaulB24)



SS Peter & Paul  
Catholic Primary School







SS Peter & Paul Catholic Primary School Prospectus 2021 - 2022