

St John the Baptist RC Primary School, Burnley

(A Voluntary Academy, part of the Romero Catholic Trust)



Our school motto: *'Preparing the way.'*

Information for Parents & Carers



Welcome to our school! We are a Roman Catholic Voluntary Academy, part of the Romero Catholic Academy Trust, in the Diocese of Salford. We welcome children of all faiths and backgrounds.

At St John's we aspire to help every child reach their full potential as a child of God. This takes place in our school where there is an abundance of love and warmth. We follow the teachings of Jesus and as we grow in spirit, every day is full of learning, fun and friendship.

We are very proud of our lively, vibrant school and all members of our school family.

Useful contact details: www.stjohnsrcprimary.co.uk

Headteacher: Mrs H Bibby

Reception Class Teacher and Acting Assistant Head : Mr L Birtwistle

Pupil & Family Support Manager: Mrs S Thompson

Office Manager: Mrs AM Darwin: office@stjohns.lancs.sch.uk 01282 438120

Associate Senco: Mrs C Perkins

Chair of Governors: Mr M Mulrooney

Parish Priest: Rev Fr David Featherstone

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Welcome from our Parish Priest and Chair of Governors

Dear Parents/Carers

I would like to take this opportunity to welcome you and your child to St John's. Starting School is always an anxious time, and more so after the difficulties facing us all at present. Our Head teacher, Mrs Bibby and all the Staff are working extremely hard to ensure that your child will be given the safest start possible. The Governing Body take an active part in the School and hope to see you in School in the near future.

Best Wishes to you all

Michael Mulrooney, Chair of Governors

I am Fr David, the Parish Priest of the fairly new Parish of the Good Samaritan, which includes St John the Baptist church and of course this school. With the parish, which the school serves, being under the patronage of the Good Samaritan, we are under the patronage, I believe, of Christ Himself. This tells us simply that at the heart of our mission as Catholic Christians we are to love God firstly but also to show practical help and love to everyone we meet.

By entrusting your child's future to St John's, you have made a very good choice. I believe that the school will provide your child with a wholesome grounding which will enable your child to grow in faith and love and to become the best possible Child of God that they can be. This will all take place in the context of a loving Christian family where Christ is at the centre and also to be found in every aspect of the daily life of the school.

As well as being a Governor at the school, I am involved in other aspects of the school life particularly in the celebration of Mass and Reconciliation. I also see myself as a friend to the school, since I am also a regular visitor into class, so your child will get to know me over the years to come.

Fr David Featherstone

Prayers at St John's

We say these prayers each day. Please read them to your child so that they sound familiar when they start at school:

Morning Prayer

O my God, you love me, you're with me night and day. I want to love you always, in all I do and say. I'll try to please you Father, bless me through the day. Amen.

Evening Prayer

God Our Father, we come to say, thank you for your love today. Thank you for my family and all the friends you give to me. Guard me in the dark of night and in the morning send your light. Amen.

School Times

School starts at 8.45am and finishes at 3.00pm. Before school, children should be dropped off at between 8.35 and 8.45am. After school, children should be collected from at 3.00pm. Please do ensure that your child is collected on time at the end of the day.

The children are given 45 minutes for their lunch break. Our school kitchen always prepares healthy lunches and the children have a choice each day. School lunches are provided free of charge to all Reception and KS1 pupils under the Government's Universal Free School Meal Scheme.

Attendance

We believe that attendance at school is key to enabling the best outcomes for learning. We expect all children. Our expectation is that all children should have 96% attendance and above. If your child is unable to attend school, please contact us by telephone (438120) as soon as possible to tell us why. Please tell us the nature of their illness rather than just saying poorly or unwell. We need to know that your child is safe if he/she does not arrive at school in the morning. If we do not hear from you by 9.30am, we will ring you. If we cannot speak to you we will leave a message asking you to ring back. A letter will be sent and the absence will be recorded as unauthorised, until a valid reason is provided. If we have not heard from you by the following morning and your child is still not in school, we will carry out a home visit. Please see our Attendance Policy on our website for further guidance of how we manage absences.

Medication in School

We are only able to administer medication in school that has been prescribed by a doctor for a specific ailment. A medication form will need to be completed prior to administering and can be obtained from the School office.

Morning fruit

All EYFS and KS1 children receive a piece of fruit daily, provided by the Government. We ask KS 2 pupils to bring in a healthy snack for morning break.

Please ensure that you provide a named water bottle (containing water only), which your child will have access to throughout the day.

Breakfast Club and After School Club

Breakfast Club is open every morning 8am—8.45am and is run by school staff, Miss Bradley and Miss Holt. Children attending Breakfast Club should arrive between 8am and 8.10am. It costs £2.50 per day and includes a healthy breakfast. Limited places are available and are offered on a random-draw basis. If you need Breakfast Club provision, please see separate letter.

After School Club is open every day 3pm-5.30pm and is also run by our staff, Mrs Hargreaves (After School Club Manager) and Miss Anforth. It costs £9.50 per day. Please see separate letter if you are interested in this provision.

Lunch arrangements

Every child is entitled to a free school meal throughout their time in Key Stage 1, under the Universal Free school meal scheme. If you are in receipt of certain benefits we ask that you complete an additional form. We understand that all children have different tastes when it come to food, and they may bring a healthy packed lunch if you would prefer.

We follow Lancashire's 'Feeding the future of Lancashire' menus. You can find out more information by visiting www.lancashire.gov.uk/catering.

Please let us know if your child has any food allergies or they are restricted from eating certain foods due to religious beliefs.

Religious Education

The Catholic nature of our school is at the centre of school life and we hope that your child will gradually and joyfully become aware of belonging to God's family. Your child will be involved in collective worship, assemblies, school masses and special feast days. You will be invited to join events which link the home, school and parish community of St John's.

The Religious Education of our pupils is the core of the core curriculum; the practice and teaching of the Catholic Faith is central. Our Faith is not just something added on to everything else we do as a School, but runs through all our learning. 10% RE curriculum time is allocated across all key stages. The staffing and resourcing devoted to RE is of the highest standard, reflecting its significance and importance in our school.

We have strong links with our local parish, the Parish of the Good Samaritan and regularly attend services there.

Preparing the Way

Our school mission statement is 'Preparing the Way' which reflects our patron saint St John the Baptist and how he prepared the way for Jesus.

One of the ways we encourage our pupils to 'prepare the way' is to share with others and live out the message of the Gospel. They are called to invite people to follow Jesus, much like how John the Baptist invited others to prepare for Jesus' coming.

Pupils are encouraged to live in a way that reflects the teaching of Jesus— showing love, kindness, justice, humility and peace. By embodying Christ love, pupils at St John's 'prepare the way for other to experience Jesus by their words and actions.

We encourage pupils to become the best version of themselves and grow up to become valuable, active members of society.



Home/School Communication

During the year we have two Parents and Carers' Evenings, one in the Autumn Term and one in the Spring Term.

We also have drop-in sessions after school each 1/2 term. These are usually on Tuesdays 3-3.45pm, no appointments necessary just call in.

Contact details

It is VITAL that we have current phone numbers. Please make sure that we always have your mobile phone numbers. We regularly send messages via our texting service.

Leave during term time

Your child needs to be in school and we do all we can to eliminate unnecessary absence. Leave during term time is only allowed under exceptional circumstances. Our Attendance Policy gives more information. It is available from the School Office and is based on legislation from the government Department of Education. **Leave during term time will not authorised for family holidays.**

We hope that parents and carers will acknowledge and understand the limitations placed on schools in granting any leave in term time. We ask that you support our efforts to reduce unnecessary absence, thus minimising the impact on the education for your child.

Please note that penalty notices (fines) will be issued for unauthorised holidays.

Forms to complete

You need to complete and sign all of the following forms before your child starts school;

Admission Form

Internet Permission Form

Photography Consent Form

Health and Medical Needs

SEN & Additional Needs

You will also need to provide us with a copy of your child's birth certificate, along with a utility bill showing your current address.

Behaviour and Discipline

We have a set of rules in school which we keep as simple as possible so they can be understood by even the youngest child. We ask for your support with these rules as they have the safety and welfare of your child at heart. Good work and good behaviour are rewarded and recorded. If your child does have any behaviour problems in school, you will be asked to come in and discuss the matter with a member of the Senior Leadership Team. It is important for your child's safety and happiness that we all work together to ensure good behaviour. We value your support in this matter.

Our School Expectations

1. Be gentle
2. Be kind and helpful
3. Be honest
4. Work hard

Toys and Belongings Toys and personal belongings are not allowed in school.

Hair Extreme hairstyles, including unnatural colours or decorative braids and beads are not allowed. Severe haircuts, tramlines/shaved parting lines, shaven heads (number 2 cut or less) and decorative designs are not allowed.

Jewellery No jewellery (including earrings) or make-up is allowed. Children may wear a traditional watch.

School Uniform

Please make sure that ALL ITEMS are permanently marked with your child's name.

Sweatshirts, cardigans and bookbags with our school logo on are available from Whittakers at Pendle Village Mill, Brierfield (next to B&Q at junction 12, M65).

Having the logo on the uniform is not mandatory and plain uniform items can be worn as long as they match the colours stated below.

Burnley Together based in the town centre also have a preloved uniform shop where you will be able to find a range of our uniform in exchange for a small donation. It is based on the balcony above New Look.

Uniform

Grey skirt , trousers or shorts; pale blue polo shirt and maroon top (sweatshirt, fleece or cardigan).

Blue summer dresses in summer months.

Footwear: Only plain black shoes with no logos are allowed. Boots and boot-style shoes are not allowed.

PE: Plain white tee shirt; black shorts; black slip-on pumps; trainers for outdoor use. All children should have a PE kit bag, which they can keep on their coat hook.

