



# St. Margaret's C.E. Primary School

Prospectus 2017



Heywood Road  
Prestwich  
Manchester M25 2BW

Tel: 0161 773 1432  
Fax: 0161 773 9251  
Email: [stmargarets@bury.gov.uk](mailto:stmargarets@bury.gov.uk)

# Staff

Mrs D. Hill

Chair of Governors

Mrs K. A. Perry *BSc (Hons), PGCE, NPQH*

Head Teacher

## Teaching Staff

Mr A. Longworth *BEd (Hons), NQSL*

Deputy Head Teacher & Year 6

Mrs S. Cleary *BEd (Hons)*

Year 5

Miss C. Glover *BA (Hons)*

Green Class

Mrs R. Hanson *BA (Hons)*

Year 3

Mr D. Henry *ATI, PGCE*

Yellow Class

Miss C. McGarraghy *BSc (Hons)*

Year 6

Mrs N. Owen *BA (Hons), PGCE*

Blue Class

Mrs A. Wainman *BEd (Hons)*

Red Class

Note: teachers not shown with a PGCE have degrees already carrying qualified teacher status

## Non Teaching Staff

### Administration

Mrs S. Cunningham *CSBM, AInstAM*

School Business Manager

Mrs N. Barnes

Clerical Assistant

### Higher Level Teaching Assistants

Mr A. Taylor *PGCE, QTS, HLTA Level 4*

Ms G. Smart *Cache Level 3*

### Teaching Assistants

Miss S. Gidman *BTEC Level 3, Foundation Degree Early Years*

Mrs N. Hadfield *BSc, BA Combined Hons, NNEB*

Mrs C. Heywood *NNEB*

Ms H. Jones *Cache Level 3*

Mrs V. Launders *Cache Level 3 Childcare & Education*

Mrs C. Shaw *Cache Level 2 & 3 Childcare & Education*

## Special Support Assistants

Miss V. Barnes *Cache Level 2 & 3 Childcare & Education*

Miss J. Monks *Cache Level 3*

Mrs S. Murphy *Cache Level 2 Certificate for Children & Young Peoples Workforce*

Mrs C. Parsons *NVQ Level 3*

Mrs D. Patel *NVQ Level 3*

Miss H. Walmsley *NVQ Level 3 Early Years & Care in Education*

## Maintenance

Mr M. Barlow

Caretaker

Mrs E. Ainsworth

Cleaner

Mrs C. Hanley

Cleaner

## Kitchen staff

Mrs V. Leggat

Unit Supervisor

## Lunchtime Organisers

Mrs D. Abbott

Mrs A. Bancroft

Mr G. Boswell

Mrs S. Habib

Mrs S. Haq

Mrs P. Hayes

Mrs J. Parrott

Mrs Z. Patel

Mrs S. Portman

# Mission Statement

Aim high, never give up and enjoy growing and learning together

## Buildings and Grounds

The school is a one-form entry, voluntary controlled, Church of England Primary School, for children aged four to eleven.



The school is situated in pleasant surroundings and is well maintained. We have a woodland area next to school that has been developed for environmental education. We have developed a large allotment, pond and raised beds for growing and we have erected a poly-tunnel so that the children can enjoy environmental education throughout the winter months.

We have eight classrooms and a well-resourced ICT suite. There is also a spacious library and a learning support resource room, a kitchen and a quiet area where children can reflect and be still.

## School Hours

All children begin school at 8.55am and finish at 3.30pm.

Lunchtime is between 12.00 noon and 1.00pm.

## How do I apply for a place at St. Margaret's



The admission limit for the Reception year group is 35. If there are more than 35 requests for admission to the reception classes, then the L.A. (Local Authority) policy for admissions is followed. This gives priority to children who already have a brother or sister at the school. Distance from home to school, as measured by the L.A. is the criterion then used to allocate the remaining places.

We welcome visits to the school from parents prior to their child's admission. Please contact the school to arrange a convenient date and time. During the summer term, an evening meeting is held for parents whose children are due to enter the school as reception pupils the following September, and each child is invited to spend a morning or afternoon at school, so that they may meet their new teachers.

## Religious Affiliation and Collective Worship



The school is linked with St Margaret's C.E Church, Prestwich, and St George's C.E. Church, Simister. The school has a theme each term that runs throughout all assemblies and is based upon Christian principles. The nature of the theme enables us to teach about other world faiths and about similarities rather than differences. In R.E, our aim is to develop each child's own spiritual awareness and the ability to reflect on what this means for them as an individual. Parents who wish to exercise their right to withdraw their child from Collective Worship or Religious Education should meet with the Head Teacher to discuss it.

## Organisation

In our EYFS and Key Stage One (the infants) there are four classes of up to 30 pupils each. As our intake is 35, we have mixed age groups in Reception and Year 1 (Red Class) and in Year 1 and 2 (Blue Class). At Key Stage Two (the Juniors) there are four classes of up to 35 children organised as whole year groups.



Within each class, children are taught using a range of teaching strategies that are best suited to the needs of the individual child.

Classes have a full-time teacher supported by experienced teaching assistants.

## Curriculum

Reception children follow the Foundation Stage curriculum, which focuses on play, practical activities and social & communication skills. The children follow a planned daily phonics lesson, and our primary aim is to settle the children into a warm and nurturing environment.

The school has implemented the International Primary Curriculum which approaches subjects in a topic based way. Literacy, Maths and R.E. are taught discretely.



Children from Year 1 onwards are taught according to the requirements of the National Curriculum in the core subjects of English, Maths and Science, and the foundation subjects of design technology, ICT, History, Geography, Art, Music R.E. and P.E.

The school has a computer suite in which groups of up to 18 children can be taught and a networked computer is based in each classroom. We also have a 'mobile classroom' which contains 18 laptop computers that can be used anywhere in school via a wireless network. Children in every class are taught computer skills, and additionally ICT is used to support learning in other subjects using a variety of different computer programs. This is a strength of the school. We also have 10 iPad's and 36 netbook computers to allow children to develop word-processing skills.

Specialists have visited the school, this year, to teach the children high order skills in gymnastics, dance, athletics, karate, tennis and outdoor skills. We teach Spanish from Year 2.



Personal and social education, health education and citizenship are part of the curriculum for all children and are reflected in daily life at St. Margaret's.

## Extra-curricular activities

The school offers a range of extra-curricular activities. These include:

### Lunchtime activities

Reading & Comic Club  
Netball  
Computer Club  
Running  
School Council  
Rounders

### After School Activities

Football  
Gardening Club  
Netball  
Choir  
Maths Library  
Baking Club (KS1)

## Music tuition

Bury Music Service come into school weekly to teach a range of musical instruments. At the moment we offer: violin, cello, guitar, flute, clarinet, saxophone and keyboard.



If your child is interested in another instrument such as piano or double bass, then lessons can be arranged at the Music Centre itself.

## Special Needs

The school has an open-door policy towards pupils with special needs and we have an excellent reputation regarding inclusion. We have strong links with the Local Authority Learning Support agencies who will advise us how to help any child needing additional support.

Teachers plan effectively to meet the needs of all their children and extra support is given when it is needed. Our Special Needs Co-ordinator is Mrs Wainman.

The school successfully uses the Special Needs Code of Practise and we consult, liaise and involve parents at every stage.

The English Language Teaching Service can provide support for children whose first language is not English.

## Pupils with Disabilities



We encourage application for admission to St. Margaret's from disabled pupils as we would any other child. The school has good access for disabled pupils, including ramps at entrances to school and a fully fitted Physiotherapy Room.

## Parental Support

We acknowledge the importance of good home-school relationships, at St. Margaret's, and parents are encouraged to play an active part in their child's education.



Parents' Evenings are held in October and March, and parents receive a written report at the end of the school year. Parents may also make an appointment to see the class teacher or head teacher at other times during the year, if necessary.

The school has an active P.T.A. (Parent-Teachers Association) which works closely with the school to organise fundraising and social events. All parents are more than welcome to become involved.

We communicate very effectively with parents using global text messaging and electronic school letters and we have a school web-site to provide additional information.

The school web-site address is: <http://www.st-margarets.bury.sch.uk>

## Homework

Children are given regular tasks to do at home. This begins with reading and phonics work in Reception. As your child continues through the school they will be asked to complete a whole range of homework that support the work they have done in class.



We also recognise the importance of the activities that children take part in out of school. Most of our children take part in clubs that develop a range of skills and these should not be underestimated.

## Before and After School Care

We have a 'Before and After School Care Group' called SMARTIES.

Opening times are: 7.45am to 8.55am and 3.30pm to 5.30pm

Demand for places is high and a waiting list is kept to ensure that vacancies are filled fairly. In September, places vacated by the Year 6 children who have left are offered initially to the new Reception class. Further information can be obtained from the school web site; application forms are available at the meeting for new parents, and we recommend that if you want before or after school care, you apply for a place at SMARTIES when you return the acceptance slip for your child's school place.



The SMARTIES group is a major strength of our school. Some of the group's staff work at the school during the day, so they know our children very well and this is a useful link. Resources are excellent and cater for the interests of all the children. Children can choose from a range of activities including: table tennis; pool; computer games; television; art and craft and role play.

Children are offered a range of healthy snacks, both before and after school.

## School Trips

Teachers may wish to enrich the curricular provision for their pupils by arranging educational visits or workshops e.g. Blackpool Zoo; Under Water Street in Liverpool; Dunham Massey. We also have workshops in school e.g. Shakespeare Day.

Children are offered the opportunity to take part in a residential activity holiday, currently Lockerbie Manor Adventure, during the last term of Year 6.



## Pastoral Care

The school aims to prepare each child for adult life and this is reflected in our Mission Statement: **“Aim high, never give up and enjoy growing and learning together”**.

All staff get to know the children well and we pride ourselves on the quality of the care we offer at St. Margaret’s. The children work together very well, both in the classroom and on the playground. Many of the juniors have taken part in ‘Playground Pals Training’, which aims to teach the younger children playground games.

Each class has a reward and sanction system, “Good to be Green”, which encourages the children to develop a caring and responsible attitude towards their studies and other members of the school community.

## Child Protection Procedures

Schools have a duty to safeguard and promote the welfare of pupils as set out in the DfE guidance “Keeping Children Safe In Education” (March 2015), the “Counter Terrorism and Security Act 2015” and the “Prevent Duty Guidance” (June 2015). Because of their day-to-day contact with individual children during school terms teachers and other school staff are particularly well-placed to observe outward signs of abuse, changes in behaviour, or failure to develop.

Parents should be aware that the school will take any reasonable action to ensure the safety of its pupils. In cases where we have reason to be concerned that a child may be subject to ill treatment, neglect or abuse, all staff have a duty to follow the Bury Safeguarding Children’s Board procedures and seek support from Social Care.

The term ‘Child Protection’ always receives much media attention. At St Margaret’s we want all the children to feel safe and happy so that they can learn to the best of their ability and this is reflected in the pupil questionnaire that is completed annually. Protection issues are at the heart of this and we will always work with families to ensure the welfare of their child.

## School Uniform

The following items may be ordered each term, in a range of sizes, from our uniform supplier's web site: [www.gooddies.co.uk](http://www.gooddies.co.uk)

Garments are made from hardwearing dye-fast fabrics (no fading) and produced to withstand the rigours of school life. Where appropriate school uniform items are embroidered with the school logo.

Crew neck sweatshirt with school logo	£9.95
Cardigan with school logo	£10.45
Heavyweight polo shirt with school logo	£8.25
Plain shadow striped shorts	£5.25
P.E. T-shirt with school logo	£5.45
Plain black jog-pants	£9.45
Nylon book bag with school logo	£6.54
Polar fleece with school logo	£11.75
Shower-proof jacket with school logo	£17.49

We would ask the children to wear a red school sweatshirt with embroidered badge and use our school P.E. kit.

We strongly encourage parents to clearly label all items of school uniform.

## Complaints

The Education Reform Act 1988 makes provision for parents and others to institute formal complaints if, following informal discussion, they believe that the requirements of the law in relation to the school curriculum are not being met, or if parents feel a complaint has not been resolved by the school. Then the correct course of action is to refer the complaint to the governing body of the school. We have adopted the Local Authority procedure. A copy of this procedure is available on request from the school office, or from the school web-site.

## Sickness and Medication

All parents are asked to complete a confidential Emergency Contact form so that we can get in touch with you if your child is taken ill or has an accident. If anything should happen, we will give First Aid and if necessary make every effort to contact parents by phone. We have several members of staff who are trained in First Aid.

Staff will not normally give medicines to children unless a Doctor prescribes it. This is in line with the Local Authority Guidelines. If your child needs to take medicines during school hours (except for inhalers), we would prefer parents to come into school to give them. If this is not possible, please see the Head Teacher, who will deal with each case on its merits.

If your child is poorly, please contact us so that we can let your child's teacher know. When your child returns to school, a letter explaining the reason for absence would be appreciated.

Inhalers are kept in the child's classroom. Please make sure that they are labelled and kept up to date.

## Additional Information

Information on SATs results and levels of authorised and unauthorised absence is contained in the Appendix to this document

## General Disclaimer

The information contained in this document was correct as of 18 June 2017, but it should not be assumed that there will be no changes affecting the relevant arrangements or any matter particularised herein before the start of the next school year or in relation to subsequent school years.

# APPENDIX

## Rates of Authorised and Unauthorised Absence

Attendance rates are based on the children of statutory school age (i.e. Years 1 to 6) on roll for at least one session during the reporting period, which is 1st September to 31st May of the last school year.

Number of pupils of compulsory school age (Y1 to Y6) on roll for at least one session during the reporting period: 215

Percentage of half days missed due to overall absence: 2.5%

N.B. the sessions missed due to unauthorised absence represent children failing to return from holidays during term time within the authorised period of ten school days or parents taking their child on holiday in term time. In addition, it would include parents failing to send in an explanation for their children's absence.

The tables on the following pages show the most recent statutory assessment results of Year 2 children (KS1) and Year 6 children (KS2) for St. Margaret's CE Primary School and nationally.

Number of Year 2 children assessed at St. Margaret's: 35

Number of Year 6 children assessed at St. Margaret's: 35

The results are shown as percentages. For St Margaret's one child = 3% approximately.

Totals may not equal 100% because of rounding.