

ST. ANNE'S CATHOLIC PRIMARY SCHOOL

PROSPECTUS 2025



***“Each one of us is unique
Each one of us is special”***

**Headteacher: Mr D Linehan
Chair of Governors: Mrs Maria Salt**





Welcome to St. Anne's Catholic Primary School

This is the beginning of an exciting and happy partnership between home and the school. At St. Anne's we aim to develop and maintain strong relationships between all children, parents/carers and the wider community.

This booklet contains useful information, which will help you and your child prepare for starting school.

St. Anne's comprises of 3 Key stages;
Foundation stage includes Nursery and Reception
Key stage one includes Year 1 and Year 2
Key stage 2 includes Year 3, Year 4, Year 5 and Year 6



Welcome to St. Anne's

Saint Anne's Catholic School, Bosworth Drive, Chelmsley Wood,
Birmingham, B37 5DP
Tel: 0121 779 8060

Email: parentmail@st-annes.solihull.sch.uk

Website: www.stannessolihull.sch.uk

Headteacher: Mr D Linehan Chair of Governors: Mrs Maria Salt

Admissions for School – 60 places per year group plus Nursery provision

Type of School

St. Anne's School is part of Our Lady and All Saints Multi Academy Company and is jointly administered by the Archdiocese of Birmingham Schools Commission and the Borough of Solihull.

The school is made up of Catholic children and non-Catholic children following the Admissions Policy.
All children and families support the ethos of St Anne's School.

The school admission number for children starting Reception in September 2025 is 60 places

Ofsted

We have recently received an ***Outstanding*** Ofsted report
– For more information please take a look at our school website.

Introduction

St. Anne's Catholic Primary School is a Family Community in which Governors, Staff, Parents, Families and Children work together in the pursuit of excellence.

It is a Community made up of Catholic children and Non-Catholic children, in which children are treated with respect as individuals.

Their special gifts from God are encouraged to grow in a nurturing atmosphere of care, trust and acceptance.



A child's education and welfare is a tremendous responsibility. When given the privilege of sharing that responsibility with families we hope that the partnership of HOME and SCHOOL makes each child's years with us happy and successful.

Mission Statement

As a Catholic School we believe that God must exist at the very heart of our community. His love has created us and given us the precious gift of life.

***“Each one of us is unique,
Each one of us is special”***



We must recognise each individual's worth and in so doing put into practice the message of the Gospels. Gospel values of trust, honesty, forgiveness, self-discipline, and loving and caring for one another must be part of our everyday life in school. All of our curriculum must reflect these values. In our search for excellence each individual must be encouraged to use God's gifts fully and to realise his/her full potential.

“May God’s love shine on our lives as we care and share and learn together”

Aims of the School

The aims of the school are the means by which we strive to fulfil our Mission Statement.

Ethos

- ✚ To be aware of and respond to God's presence in our Community in accordance with the ideals of the Catholic Faith
- ✚ To reflect that presence as we strive to share the love, security, warmth, acceptance and trust necessary for each member of our Community to grow.
- ✚ To create a calm and positive environment where everyone feels valued and respected.

Governance and Leadership

- ✚ To establish shared aims, values and expectations for children and adults alike.
- ✚ To establish and maintain a rigorous focus on pupil progress and achievement and improving the quality of teaching and learning.
- ✚ To foster teamwork and professional development.
- ✚ To encourage an on-going approach to school improvement.
- ✚ To celebrate success.

Curriculum

- ✚ To enable each child to achieve the highest possible standard of work and behaviour in relation to their age, ability and prior attainment
- ✚ To provide the children with Teaching and Learning of high quality and a curriculum which meets their needs and the requirements of the National Curriculum and covers all subject areas to ensure a broad and balanced curriculum.
- ✚ In particular, to provide children with a strong grounding in the key skills in Language (reading, writing, speaking and listening) and Mathematics

Staffing

- ✚ To appreciate that the Staff is the school's most important resource in meeting the needs of children.
- ✚ To provide a suitable blend of staff in terms of quantity, experience and expertise.
- ✚ To enable the staff to carry out their duties and responsibilities.
- ✚ To provide for the Professional Development of all staff in meeting the needs of the individual and the school.

Finance

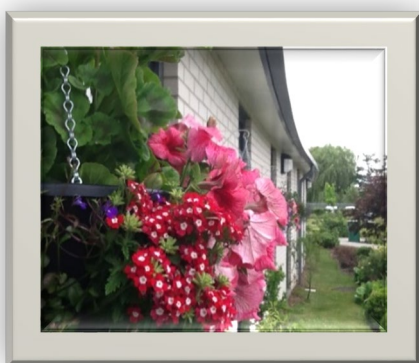
- ✚ To plan realistically and use the School's resources efficiently to ensure good value for money from the available funds.
- ✚ To ensure that Financial decisions are 'Teaching and Learning' driven whenever possible.

Community

- ✚ To establish an environment of collegiality within which Governors, Staff, Our Lady and All Saints MAC, Diocese, Solihull Local Education Authority, Families and Children can work in partnership.
- ✚ To encourage the children's participation in their own development by recognising their views and wishes through consultation.

Site/Buildings

- ✚ To maintain and develop an attractive, stimulating, safe, secure environment conducive to Teaching and Learning, work and play.



Aims of the School

At St. Anne's we believe very strongly in the value of PARTNERSHIP between HOME and SCHOOL. Children benefit greatly if they know that their Parents and Families, Teachers and other staff are working together to support, encourage and recognise their achievements. This partnership is exercised in a variety of ways.

Communication

We aim to keep Parents fully informed about the life of the school and the progress of their children:

- ✚ We have a text service in school which we use to communicate with parents. Please ensure that you keep the Office up to date of any mobile phone number changes.
- ✚ Regular Newsletters inform Parents of school activities and events; this is text to parent's weekly and is also on our school Website.
- ✚ We have a very informative website which is updated regularly - www.stannessolihull.sch.uk. All information is on our website.
- ✚ A Curriculum Overview is sent out for each class indicating the main areas of work to be covered.
- ✚ Parents' Evenings take place in the Autumn and Spring terms. There is also an opportunity for a consultation once you have received your child's annual report in the Summer term.

Parents may, however, make an appointment to discuss their child's progress and general welfare at other times. We do operate an "open door" policy for parents to meet with a member of staff should they wish. Parents who wish to see a member of Staff have the opportunity before and after school by arranging an appointment.



Volunteers

The School is always grateful for offers of support and help. Volunteers make a valuable contribution to the life of the school. St. Anne's is committed to the safeguarding of children, therefore, all volunteers will be required to hold an Enhanced Disclosure & Barring certificate (DBS) prior to working in school.

Please let us know if you would like to offer some time to volunteer in school or if you have any hidden talents which may be of benefit to us. Please contact the School Office in the first instance to discuss this matter with a member of the Senior Leadership Team in more detail.

Parents & School

School Parent Governor

Parent Governors form part of the Governing Body.

Invitations

Parents are warmly invited to attend school and class Masses, class assemblies, celebration assemblies, concerts, productions and some sporting fixtures.

Childcare

A separate childcare facility called Saints and Angels Before and After School Club Limited is located at St. Anne's Primary School. It is a Limited company which is run separately to school.

SAINTS: This is a before and after school club which opens at 8am until 8.30am Monday to Friday and then as follows: Monday to Thursday – 3.15pm until 6pm; Friday until 4.30pm. Please contact Saints directly for further information. They are available to speak to between the hours of 8am-8.30am and 3.45pm-6pm Monday to Friday on 0121 779 8062 or via email: saints@st-annes.solihull.sch.uk

ANGELS: This is a part-time childcare provision for nursery children. It is for families who are interested in their child staying more hours in the day beyond the daily 3 hours that children receive in nursery. Details of Charges are available from the School Office or contact Angels directly for further information via email: s83angels@st-annes.solihull.sch.uk

Inclusion Team

We have a team of staff who can support families and children in many different ways.

Our Inclusion Team are involved with children throughout the school; they work with pupils and staff in the class, in groups and liaise with parents. The team are also involved in developing lunchtime activities.

For families who are experiencing family difficulties we are also able to liaise with other external agencies for the benefit of the children in our care. We keep families informed of additional support available.

Our Special Education Needs (SEND) Co-ordinator oversees the Special Needs provision across school. If you have any queries, please contact the School Office in the first instance and you will be directed to the Inclusion Team.

Home School Agreement

At St. Anne's we truly value the partnership we have with families. By working together, we can truly make a difference to the education of your child.

The Governors expect all families to support the information in the Home School Agreement. Families new to St. Anne's are expected to sign the Home School Agreement before a child is admitted to the school and agree to the high expectations and standards of our school.

The Home School Agreement ensures that all parents and families adhere to the same expectations. The Home School Agreement is reviewed as required and a copy of it is available on the website.

A copy can also be requested from the school office.



School Uniform

All children are expected to wear St. Anne's School Uniform

The only logo allowed is the ST. ANNE'S SCHOOL LOGO

Governors expect that ALL children follow the same rules regarding uniform and expectations linked to appearance.

GIRLS

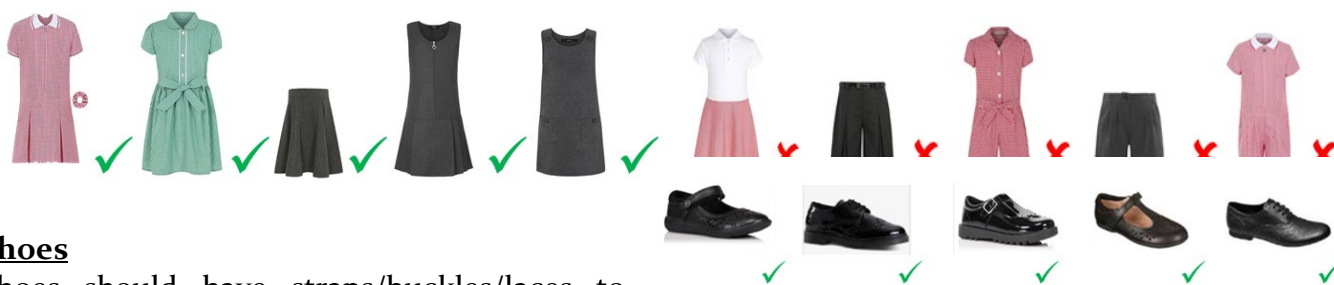
Summer Uniform

Plain red polo shirt
White blouse/shirt
Green tie if wearing a white blouse/shirt
Red or green gingham summer dress (no culottes, playsuits or shorts style dresses/skirts)
White socks
Flat, black school shoes. NO heels or trainers

Winter Uniform

Grey skirt or pinafore dress (no culottes, playsuits or shorts style dresses/skirts)
White blouse or shirt
Red v-neck jumper or cardigan
Green tie
Plain white or grey socks or plain dark tights
Flat, black school shoes. NO heels or trainers

Girls must wear plain socks with black, flat formal/traditional/smart (leather type) school shoes fully enclosed, no heels.



Shoes

Shoes should have straps/buckles/laces to ensure the ankle is properly supported and shoes are secure. Fashion style loafers are not advised for school as they do not offer adequate support. We do not allow sandals or black lace up style pumps – no canvas fabric.



BOYS

Summer Uniform

Plain red polo shirt or white formal shirt
Green tie if wearing a white shirt
Grey trousers or long grey school shorts
Black formal, traditional/smart leather type school shoes – no shoes with canvas fabric/sporting logos, no trainers or pumps

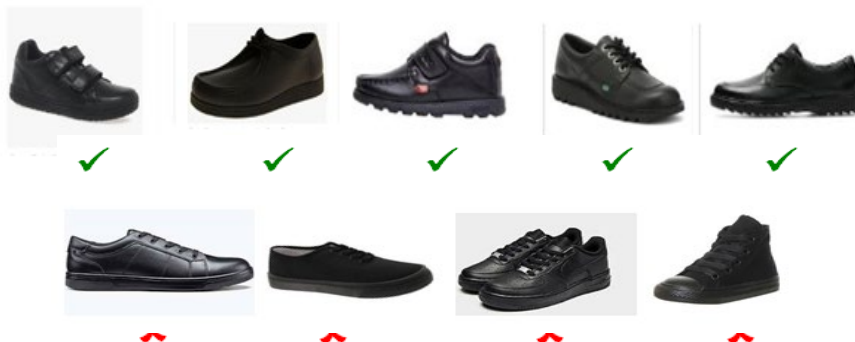
Winter Uniform

White shirt
Grey trousers
Red v-neck jumper
Green tie
Black formal, traditional/smart leather type school shoes – no shoes with canvas fabric/sporting logos, no trainers or pumps

Children are allowed to wear summer uniform for the first 2 weeks in September before moving on to winter uniform.

Shoes

Shoes should be smart black leather type shoes. Fashion shoes, canvas pumps and trainers are not allowed – no canvas fabric at all and no shoes with sporting logos.



Equipment

Children are expected to bring a St. Anne's book bag to school. No other bag is allowed. Children must also bring in a filled water bottle (plain/tap water only).

Ties, book bags and logo jumpers & cardigans are available to purchase from PB. They are based at Unit 8 Waterloo Avenue, Chelmsley Wood Industrial Estate, B37 6QQ. You may contact them via their website: <https://www.pbsportonline.co.uk/> Email: info@pbsports.co.uk or contact telephone on 0121 770 8000.

Please note that from 16th July 2022, PB Sports will only be accepting online orders for School uniform. When orders are placed, a notification will be sent by text or email as soon as the order is ready to collect. If there are any problems with sizes, there will be no problem exchanging them.

Summer caps are available to purchase from the School Office.

P.E Kit

Children are expected to wear the school's Standard P.E. Kit. P.E is a key part of our school curriculum and all children are expected to do indoor and outdoor P.E every week.

GIRLS

<u>Girls</u> <u>P.E Summer Uniform</u>	<u>Girls</u> <u>P.E Winter Uniform</u>
Plain RED polo shirt with school logo	Plain RED polo shirt with school logo
Plain BLACK P.E sports shorts (no logos) or plain black cycling shorts (knee length only)	Plain BLACK joggers (no stripes or logos)
Plain BLACK joggers (no stripes or logos)	Plain BLACK hoodie/sweatshirt (no stripes or logos)
Plain BLACK hoodie/sweatshirt (no stripes or logos) depending on weather	Black PE Pumps and trainers
Black PE Pumps and trainers	Plain socks (Girls should not wear tights for P.E)
Plain socks (Girls should not wear tights for P.E)	

BOYS

<u>Boys</u> <u>P.E Summer Uniform</u>	<u>Boys</u> <u>P.E Winter Uniform</u>
Plain RED polo shirt with school logo	Plain RED polo shirt with school logo
Plain BLACK P.E sports shorts (no logos)	Plain BLACK joggers (no stripes or logos)
Plain BLACK joggers (no stripes or logos)	Plain BLACK hoodie/sweatshirt (no stripes or logos)
Plain BLACK hoodie/sweatshirt (no stripes or logos) depending on weather	Black PE Pumps and trainers
Black PE Pumps and trainers	

Long Hair/Hair Cuts

At St. Anne's we do not allow extreme haircuts. Similarly, we do not accept boys having shaven heads or tramlines/patterns shaved into their hair, logos or excessively gelled hair; a fashion statement hairstyle is not acceptable.

Haircuts should be no less than a number two at the hairdressers. Our preference is a number 3.

Examples of hairstyles that are not acceptable are:

- ✗ A parting that has been shaved into the haircut as a fashion statement
- ✗ Shaven side sections of the hair with longer hairstyles on top or any uneven shaven sections of hair
- ✗ Hair or fringes that hang over the eyes
- ✗ Excessively gelled hair
- ✗ Anything less than a number 2
- ✗ Dyed hair is not acceptable
- ✓ *Boys hairstyles need to be a traditional, even haircut*
- ✓ *Long hair must be tied up on all occasions for boys and girls, with discreet bobbles or ribbons*
- ✓ *Girls are only allowed discrete, small bobbles and ribbons – nothing huge or extreme. Any extreme ribbons need to be removed.*

Girls and boys with long hair (hair long enough to be tied back) must tie their hair back. If children with long hair (hair long enough to be tied back) come to school with loose hair they will be provided with an elastic band so that their hair is tied back for the rest of the day.

Hair Accessories

This includes, small discrete bobbles, bows or ribbons. Large hair accessories are not allowed and children may be asked to remove them. Ribbons and bobbles should be discrete and not a distraction to learning. Small items are permitted but only in the school colours of red, green or white.

We ask for parents to be co-operative in this matter, and having chosen St. Anne's School, to accept this ethos.

The Governors have approved that pupils who persistently have extreme haircuts may be excluded from the playground at playtimes and lunchtimes where required as it does not comply with our school policy.

It is essential that all families support us with this matter so please do not give in to your child's wishes and please ensure whoever takes them to the hairdressers is very aware of the rules and regulations.

The Governing Body of St. Anne's School has full regard for the implementation of their school uniform. If any family has any difficulty with providing appropriate school uniform for their child please do not hesitate to contact school and we can look at ways to support you including our second hand supply of uniform.

Key factors below are addressed:

- cost considerations including good value and quality is of high priority.
- the availability of second hand school uniform and supporting parents as appropriate.
- branded items i.e. keep the use of the school logo to a minimum linked to additional cost.
- ease of availability, working with local suppliers to school which are easily accessible for parents.
- regularly engage with parents and pupils when developing the School Uniform Policy.

In line with the school prospectus (paper copies are available from the school office) the school logo is only required on the minimum number of items:

- St. Anne's School RED jumper or
- St. Anne's School RED cardigan
- St. Anne's RED reading bag
- School green tie

The vast majority of the uniform can be purchased at local supermarkets which helps families get value for money.

P.B. Sports School Uniform Supplier, Unit 8 Waterloo Avenue, Chelmsley Wood Industrial Estate. B37 6QQ

We have chosen PB sports as a supplier because it is local and within walking distance to support families. PB sports are fully aware of the minimal items that require the school logo: -

- School jumper or cardigan
- School tie
- School reading bag

All other items can be purchased from any local supermarket

Jewellery

The wearing of any jewellery is not encouraged, watches are the only exception. We only allow analogue watches that support children to learn to tell the time - no digital/smart watches are permitted.

Children must not wear rings, chains, necklaces or earrings that hang below the ear e.g. sleepers. If parents still wish children to wear earrings, despite the risks of injury, only the small plain tiny stud type are allowed (maximum number of one per ear in the centre of the lobe). Staff cannot be held responsible for looking after items of jewellery such as watches or studs. Children are also expected to take their own earrings out for P.E lessons as required. Children must NOT wear earrings of any type for swimming. Therefore, we discourage any jewellery on P.E and games days.

Nail Varnish/Make-up

The wearing of nail varnish and artificially applied nails are not allowed. Transferable tattoos and makeup are also not permitted. Children will be asked to remove nail varnish if they come to school with it on.

Sweets/Chewing Gum

Children are not permitted to bring sweets of any kind into school, this includes chewing gum.

Water Bottles

Please ensure your child brings a filled water bottle to school every day. Only plain/tap water is allowed.

Homework

All children in school are expected to complete their homework with support from parents/carers at home.

Mobile Phones

Mobile phones are not allowed in school. Please book an appointment with the Headteacher should you have any queries.

School Session Times

	Start of School Day	End of School Day
Reception <i>Early Years</i>	8.30am for all children from Reception to Year 6	3.15pm <i>Mon-Thur</i> 2.10pm <i>Friday</i>
Years 1 & 2 <i>Key Stage 1</i>		3.15pm <i>Mon-Thur</i> 2.10pm <i>Friday</i>
Years 3 - 6 <i>Key Stage 2</i>		

<i>Nursery</i> <i>Early Years</i>	<i>Start</i> <i>8.30am</i>	<i>Finishes</i> <i>11.30am</i>
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Punctuality

All children should be on the playground from 8.30am ready to go into class.

Children can get quite upset if they come in late. Punctuality is not only important for the smooth running of the school and the continuity of learning, it is also good training for the children.

As a school we want children to recognise the value of punctuality and therefore we monitor children who are late. Children who arrive after 8.40am need to report to the main office and they will get a late mark. Children who arrive after 9.10am will receive an unauthorised mark.

Home Time

The bell will ring at 3.15pm Monday-Thursday and on a Friday at 2.10pm to let staff know that lessons have ended. The children do not leave exactly at these times. The children are dismissed in an orderly fashion when all tasks are complete; this can sometimes take several minutes. For obvious reasons of safety, we request parents to collect children from their teacher, regardless of the child's age.

Person responsible for your child

Please ensure that school are aware if someone different to normal is collecting your child otherwise your child will be kept in school until appropriate contact is made. Please inform the class teacher of these changes in the morning and/or the school office by 2.45pm. Please note that children will only be handed over to a person who school feel is able to be responsible for the child.

We do not recommend children under 16 collecting and we reserve the right to say no to anyone we feel is not suitable. This decision will be at the discretion of the Senior Leadership Team and would be based with the best interests of the child in mind at our school. Where necessary we ask parents to put requests in

writing.

Safeguarding and E-Safety

Child Protection

Keeping our children safe is of paramount importance to us and where necessary we liaise with external agencies.

The school follows the Metropolitan Borough of Solihull Area Child Protection Committee's Safeguarding Procedures. This is a framework for professional practice to be followed by all agencies in case of actual and suspected child abuse or any other safeguarding matters.

The school has a 'Designated Member of Staff' with responsibility for ensuring that procedures for Safeguarding are understood and followed by staff.

The Designated Members of Staff for Child Protection at St. Anne's School are:-

- ✚ First Designated Safeguard Lead, Mr Linehan
- ✚ Additional Safeguarding Leads – Mrs Mansell & Mrs Hearne

Where necessary we liaise with other agencies including our Attendance Officer.

We have contracted Central School and Attendance Welfare Service to provide Attendance and Welfare Support services. If we have any attendance concerns we will pass Attendance/Medical/Holiday to this team. More information about how Central School and Attendance Welfare Service uses and stores personal information can be found in our Fair Processing Notice on our school website.

E-SAFETY

In our ever changing world we all have a duty to keep our children safe when it comes to matters linked to technology and the internet. An E-Safety Tip is shared each week on our weekly Newsletter.

All parents are expected to sign certain documents linked to these matters.

We also **do not** allow parents or families to use social network sites like Facebook/Twitter, to comment or post narrative or photos regarding any children or staff at our school, linked to any school activities.

Also it is not acceptable for a parent/family member to use social network sites to make a complaint/comment about a school matter/parent. If you have any queries we ask for you to contact the school office, 0121 779 8060, or email our parent mail account, parentmail@st-annes.solihull.sch.uk, where your queries/concerns can be dealt with accordingly.



Attendance, Absence & Punctuality

We expect children to be punctual and attend school regularly in order to gain the maximum benefit from their Education.

Attendance is monitored

Absence or Lateness

Parents should let us know by telephone or email the reason for their child's absence or lateness on the

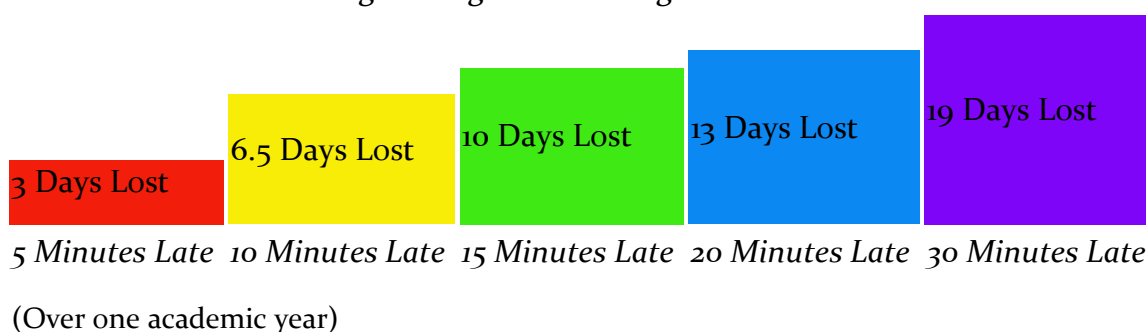
first day of absence. This is vital so that we can monitor the well-being of your child. Absence or lateness without an explanation or a valid reason will be treated as unauthorised. Persistent lateness and/or absences are referred to the Education Welfare Officer. If your child is absent as the week progresses, please ensure you contact us each day with an update.

It is a parent's responsibility to inform School of any absences/illness.

Telephone: 0121 779 8060

Email: parentmail@st-annes.solihull.sch.uk

First Day calling: If you do not contact School advising of your child's absence you will be contacted by telephone. We may visit you at home if we have no contact from you in order to adhere to safeguarding rules and regulations.



Annual Holidays/Leave of Absence Requests

All leave of absence requests will be unauthorised unless the circumstances are exceptional regardless of attendance figures. A parent/carer should complete an absence request form which can be collected from the School Office and submit this to the School Office at least two weeks prior to the date required. School will respond to the request as close to the request date as possible so that accurate attendance figures are available. If school is aware of any language difficulties which may preclude a request form being completed appropriate support will be offered to the parent/carer.

DFE guidelines make it clear that holiday requests will be unauthorised. Warning letters and fines will be issued as required. Fines issued are for each child and for each parent – these are issued by the Local Authority. If a parent/carer considers their Leave of Absence request to be for exceptional circumstances, they must provide evidence of these circumstances and may be required to meet with a member of the Senior Leadership Team.

Leaving School Early

If a child needs to be absent for part of a school day for a medical appointment (doctors/dentist/hospital etc.), parents should inform the school and arrange to collect him/her from the School Office; we need to see evidence of the appointment information. As soon as the appointment is finished, children must return to school where possible. We encourage all parents to arrange, where possible, appointments after school.

Change of School

If you plan to move your child from St. Anne's to another school, it is necessary that you speak to a member of the Senior Leadership Team. Following this, you then need to contact School Admissions to request a change of school form. This needs to be completed and handed in to the Head Teacher. This can be downloaded off their website.

Attendance & Punctuality

We monitor punctuality really carefully and liaise with the Central School Attendance and Welfare Service regarding these matters. If a child is late for school, it will be considered as an unauthorised absence if they arrive at school after 8.55am when registers are closed.

The expectation from the Government is that all children are in school every day as far as possible. Children need to be in school from 8.30am. Our target is for attendance to be as close to 100% as possible.

As a school we monitor attendance weekly and liaise with the Central School Attendance and Welfare Service.

SCHOOL MEALS

PLEASE NOTE THE FOLLOWING DUE TO CHILDREN WITH NUT ALLERGIES

Children are not allowed peanut butter on their sandwiches, or any other items that contain nuts SUCH AS Nutella chocolate spread.

No chocolate biscuits that contain nut ingredients.

This rule is essential due to the number of children we have in school with nut allergies.

ALSO PLEASE NOTE THE FOLLOWING

Children are not allowed:

- ✗ To eat out of a plastic bag or directly off the table.
- ✗ To bring chocolate bars or sweets.
- ✗ To drink fizzy drinks/cans of any type. We encourage children to drink water.

Drinks should be in unbreakable containers which do not spill. No glass please.
Any packed lunch items not eaten should be returned home so that parents know what has been left.
Children having meals or sandwiches at school are not allowed to leave the school premises during dinner break.

We are a school that promotes Healthy Standards. We DO NOT allow:

- ✗ Sweets or gum
- ✗ Chocolate bars
- ✗ No Meat on Fridays

If it is your child's birthday if they wish they can bring in a treat for their class – please ensure all treats are nut free.



Universal Infant Free School Meals **and Income related Free School Meal**

Children in Reception, Year 1 and Year 2 are entitled to receive a free meal linked to the Government funded Universal Infant free school meal system (UIFSM). This is totally separate to Income based Free School Meals (FSM).

Registering for Universal Infant Free School Meals / Applying for Free School Meals

All applications for free school meals and universal infant free school meals can be processed using a confidential online service; this includes children joining the school in Reception, Year 1 and Year 2.

ALL pupils regardless of family income MUST apply for UIFSM.

You can register/apply online for your universal infant free school meal / free school meal by using the Parent Portal which is part of the existing school admissions online system.

Re-visit your account at www.solihull.gov.uk/enrol and after logging on, click on the free school meals button where you are required to provide three pieces of additional information.

If you do not have an account you can create a new one by clicking on register in the top left corner of the screen and you will then be able to make an application.

Once you have completed your online application the Local Authority will notify us of any children who are found eligible for a free school meal as they will also be eligible for pupil premium which generates essential funding for school.

Further information and a link to the online Parent Portal please access the following website www.solihull.gov.uk/fsm. Should you have any queries regarding this please feel free to contact the School Office to discuss and they will do their best to support you.

Income related Free School Meals (FSM)

If you believe your child is entitled to receive a free school meal linked to your family income it is essential that you apply on-line by completing the free school meal form. It is confidential and requires only 3 pieces of information so please access the Solihull Council website and apply as required. If your request is approved, you will not need to re-apply each year unless your circumstances change.

Do you qualify?

Special Needs

We recognise that each child is unique and special. Many children's needs are met within the classroom routine by careful planning of work and grouping of children.

The first level of support is the Class Teacher. She/he will be aware of the child's difficulties and take them into account when planning learning experiences. Support, advice and guidance is provided by the SENCO.

Where a child has a particular Special Need, the SENCO will become more directly involved in constructing individual programmes of work and monitoring progress. Sometimes the SENCO will need to obtain advice and support from outside agencies within the Local Authority e.g. School Doctor/Nurse, Learning Support Service and Educational Psychologist.

If we feel that a child has any difficulties that require the support of the SENCO or outside agencies we always consult the parents since they are the people who know most about their child. Open communication between home and school is the first important step in meeting a child's special needs.

Accessibility Plan

If a parent requires further information on this matter, please contact the Headteacher.

Relationships Education

At our school, Relationships Education forms an integral part of our Personal, Social, Health and Economic (PSHE) curriculum. We are dedicated to supporting the development of the whole child — spiritually, morally, emotionally, and socially — in line with our Catholic values and ethos.

We follow the TenTen: Life to the Full programme, a carefully designed, Catholic RSE scheme that is approved by the Catholic Education Service (CES).

This programme supports children in understanding the nature of loving relationships, the importance of family life, friendship, and community, and how to develop healthy and respectful relationships with others. It also provides a foundation for teaching about dignity, equality, and the sacredness of human life, appropriate to each child's age and stage of development.

We value the partnership between home and school and believe that open communication with parents and carers is vital.

If you have any queries or would like more information about the programme, please do not hesitate to contact your child's class teacher or a member of the Senior Leadership Team (SLT).



Religious Education



St. Anne's is a Catholic School so the children's Religious Education is in accordance with the teaching of the Roman Catholic Church. The School is greatly aided in this by the Diocesan Curriculum Programme which:

- ✚ Allows the children to be guided in a manner suited and adapted to their age.
- ✚ Lays the foundation for the future understanding of, and participation in, the sacraments and liturgy.

The children's Faith is nurtured through opportunities for their active involvement:

- ✚ Children and Staff pray together each day in a relaxed and meaningful way within the classroom.
- ✚ Both formal and informal prayer is encouraged.
- ✚ Children and Staff come together each Friday for either a Class or Celebration Assembly.
- ✚ Class Masses and other liturgies provide the children with opportunities to play an active and intimate part in such celebrations.

The children are prepared by the school in partnership with the Parents and Parish Priest for the Sacraments of Reconciliation and Eucharist (Year 3) and Confirmation (Year 6).

We recognise, of course, that Parents are the most important teachers of their children in this most significant aspect of their lives.

All Children participate wholeheartedly in everything we do. This includes the daily act of worship which takes place in Class, Key Stage or Whole School Groups. As parents have decided to send their child to St. Anne's we hope that parents do not exercise their right to withdraw their child. All the children are treated as equal members of one family. Reception of the Sacraments is the only exception. Regarding our liturgical events, we invite parents to join us on appropriate occasions.

Although time is set aside on the timetable to provide for religious instruction, its spiritual dimension must and does permeate the entire school day, both in work and play. God's creation is appreciated through all aspects of the curriculum. In particular, attitudes to work and relationships between children and staff are regarded as of the utmost importance:

- ✚ Each child is valued as an individual and through the love and support received, is encouraged to achieve his/her potential.
- ✚ Children will find it hard to grasp the concept of God as a loving father if they do not experience love and security in their own lives. Sensitivity to this on the part of Staff provides for an atmosphere in the school that radiates warmth, acceptance and trust.
- ✚ In order to relate to others, and to God, children need to have confidence in themselves and in their own worth. Therefore, we see it as important to give the children an awareness and an appreciation of their uniqueness and dignity as individuals. This is particularly encouraged through participation in liturgical celebrations and school/class assemblies when children have the opportunity to share and take pride in the knowledge and skills they have acquired. Parents are most welcome to join us on these special occasions.
- ✚ ***In the promotion of discipline it is made clear that it is the misbehaviour that is unacceptable not the child.***

Behaviour & Learning

The School's Ethos originates from our Mission Statement which:

- ✚ Recognises uniqueness of each individual as part of God's creation.
- ✚ Promotes the Gospel values of truth, honesty, forgiveness, self-discipline, and loving and caring for one another as we learn and play together.

Such an ethos promotes, in a positive manner, the high standards in behaviour and attitude to work expected at St Anne's School. We thrive on positive relationships and rewards. Children are also encouraged to take responsibility for their own learning and behaviour through being encouraged to make right choices. We are an inclusive school.

Respect for self, each other and property.

A wide range of strategies are used by school to reinforce these expectations. Children also learn that a poor attitude to work and behaviour has consequences in proportion to the circumstances. Again a wide range of strategies are used this time as a means of discouragement. Bullying in particular is regarded as unacceptable behaviour. Children are encouraged to 'tell' Staff when they are subjected to any form of verbal or physical intimidation. All such reports are followed up.

Parents are informed if a child's behaviour is repeatedly unacceptable. Suspension is only used as a last resort. Every effort is made to stress to individual children that it is the misbehaviour that is unacceptable not the child him/herself.

Children Live What They Learn by Dorothy Law Halt

*If a child lives with criticism,
She learns to condemn.
If a child lives with hostility,
He learns to fight.
If a child lives with ridicule,
She learns to be shy.
If a child lives with shame,
He learns to feel guilty.
If a child lives with tolerance,
She learns to be patient.
If a child lives with encouragement,
He learns confidence.
If a child lives with praise,
She learns to appreciate.
If a child lives with fairness,
He learns justice.
If a child lives with security,
She learns to have faith.
If a child lives with approval,
He learns to like himself.
If a child lives with acceptance and friends,
She learns to find love in the world.*

Health & Safety

If children have a particular medical problem which may affect their education we need to know as soon as possible.

Illness

When children are ill they should not be sent to school. In cases where a child has been sick or had diarrhoea they need to be kept at home for 48 hours after the last bout of sickness because:

- ✚ The illness may be contagious
- ✚ School life is very demanding and children (however keen they may be to return) are unlikely to benefit fully unless they are well enough to cope with the normal school routine.

If a child becomes ill while at school, they will be cared for and if needed their necessary parents will be asked to collect them.

Children requiring daily medication please liaise with the School Office and complete the appropriate paperwork.

Medication - responsibility of parent

It is the responsibility of the parent to ensure that all appropriate medication is in school, in date and checked on a regular basis by the parent including inhalers. Parents need to keep the School Office up to date with details and ensure all medical forms are appropriately completed.

Medical Examinations

The Area Health Authority provides a valuable service for early discovery of conditions which, if neglected, might interfere with a child's progress. Examinations of children are carried out by the School Doctor/School Nurse (general health & sight), Dentist (teeth) and Audiometrician (hearing).

Parents are informed of any pending examination and asked to attend with their child if possible. Solihull Primary Care Trust employ a variety of professionals e.g. Community Doctors, School Nurses, Audiometricians (hearing) Speech Therapists, Dentists and Dental Nurses and Podiatrists (foot health) to ensure the health and welfare of your child throughout their school life.

During your child's first year in school, health screening will be offered to monitor vision, growth, hearing and general health. This offers a valuable service in the detection of conditions which if neglected might interfere with a child's progress. Parents' permission must be given for this screening to take place.

First Aid & Emergencies

The school has First Aid Officers who are able to deal with most minor injuries. If any bumps/accidents occur during the day then a 'bump note' will be sent home at the end of the day informing parents of the circumstances. If children sustain a more serious injury or a bump/mark to the head/neck area, every effort will be made to contact parents to inform them.



Information for Parents & Families

No Smoking

In the interests of Health and Safety the school operates a No Smoking Policy on the School Site and on school grounds.

Dogs

No dogs should be brought onto the school site whatsoever even if on a lead.

Ball Games

Ball games of any kind are not permitted in the school playground before school starts.

Bicycles/Scooters

Children and adults must dismount their bicycle or scooter at the school gate entrances.

Respecting the School Environment

Please do not chew gum inside the school grounds and do not drop litter.

Use of Appropriate Language

Please do not use inappropriate or bad language on entering and inside the school grounds.

Code of Conduct

The Governing Body have a duty of care to all members of staff. Staff will listen to any concerns or queries raised by parents/family members as long as they are raised in a reasonable manner.

Use of Social Media

We do not allow content about school members of staff or school matters to be discussed on social network sites. If families have concerns they **must** share these by making an appointment with a member of staff rather than discussing on social media. Governors take this matter extremely seriously and where necessary may exclude parents.

Approaching other Families

St. Anne's School discourage families approaching other families and children about school matters. Where necessary, raise concerns with a member of staff.

We do not tolerate any inappropriate rude or aggressive behaviour/comments from any family members. Failure to comply with this will result in the family member being asked to leave the site and in extreme circumstances being excluded from the site. The Governors are kept updated on this safety matter at all times.

Road Safety/Parking

Road Safety

Children attending St. Anne's School who need to cross Bosworth Drive should do so with the help of the Crossing Warden.

In the interest of the children's safety, parents are asked:

- ✚ To walk to school wherever possible
- ✚ To use the Church car park room permitting
- ✚ To use ASDA car park and walk to school along Bosworth Drive
- ✚ Not to park on the yellow lines approaching St. Anne's School. It is illegal to park on yellow lines. Not to park directly in front of the car park barrier to drop off children. This is directly adjacent to the pedestrian gate which parents and children use to access school. It causes congestion for staff, visitors and emergency vehicles.

The school carpark is only for Blue Badge holders. If you require access to our carpark, please contact the school office however this is not guaranteed as children with Blue Badges are prioritised.

It carries a high risk of injury to our children.

School cannot be responsible for personal injury or damage to your vehicle.

Listening to the Views of Parents and Children

We are always striving to improve our school and so we are always keen to hear your view points. Throughout the year we send out questionnaires for you to complete.

Please let us know how we can continue to improve our school.

Working in partnership is key to success.

***EACH ONE OF US IS UNIQUE;
EACH ONE OF US IS SPECIAL***

We have the most wonderful children at St. Anne's who are very special and very unique and together we can help them grow in their next stage of education.

