



# Achieving Together



*Information for parents*

*“Pupils receive exemplary care and support.”*

*“The curriculum is well matched to pupils’ needs. High-quality enrichment is a distinctive feature of the school and this aspect of the curriculum adds immense value to pupils’ all-round development.”*

*“Pupils benefit from high-quality provision for their spiritual, moral, social and cultural education.”*



*“The Headteacher sets high standards and, along with other leaders, has high aspirations for pupils’ behaviour and achievement. There is a determination to provide the best education and a wide range of experiences for every pupil.”*

*“Pupils have an overwhelming enthusiasm for sport and an understanding of how it helps them to keep healthy.”*

*“The early years provision is a strength of the school.”*



# Welcome to Sacred Heart Catholic Primary School

On behalf of all governors, staff and children and parish of Sacred Heart, I would like to welcome you and your child to Sacred Heart Catholic Primary School. I look forward to meeting with you and your family and hope that this will be the beginning of a successful and happy partnership between home and school.

We believe that an all round education is important for development. Children have access to a high quality education in all subjects, together with opportunities for creative, spiritual, religious, sporting and cultural activities. All children are encouraged, to the best of their ability, to become a whole, rounded person in a challenging and stimulating environment.

At Sacred Heart there exists a welcoming, family atmosphere...an atmosphere of warmth, security, trust and friendliness with encouragement and challenge to stimulate your child.

We achieve very good progress throughout our school by having high expectations of pupils, and by only employing strong staff. Our pupils are expected to work hard and our teachers are expected to teach in a way which will motivate pupils. We aim to teach well and develop in our pupils a work ethic which will enable them to achieve to the limit of their abilities. Sacred Heart focuses upon committed teamwork involving children, teachers, staff, parents, Governors and Parish. This teamwork is based upon mutual respect, support and understanding. Parental involvement in school and liaison with our whole community creates a warm, secure and happy family atmosphere. We believe this is an essential element of our school, and we cannot overstate the value we place upon it.

If you were to ask a Sacred Heart parent why they chose us for their child, they would tell you that pupils are particularly happy and balanced, because of the high quality of pastoral care, and because we succeed in combining academic excellence with an outstanding range of opportunities beyond the classroom.

We want our children to be happy, to have high self esteem and to develop confidence in themselves and their abilities, so that they can learn to handle new situations and accept the challenges that life (in the outside world) has to offer.

We prepare pupils for a life of personal fulfilment, promoting independence of thought, respect for others, creativity, and a sense of responsibility for one's own actions, and for the good of society, reflecting the values and teachings of Christ and his Church.

We look for a number of qualities in a school - high expectations of pupils; teachers who are enthusiastic about their subjects; staff who are dedicated to the task of ensuring their pupils are happy and successful; the best quality facilities; a good level of discipline; care for every individual. You will find all these at Sacred Heart.

We hope you will wish to visit the School to see for yourself what we can offer your child.

Mr. P. Eaton,  
Headteacher



## School Vision and Mission

The vision for our school is to be a Christ centred community where the uniqueness of each individual is recognised and celebrated. We aim to ensure that all staff and pupils feel loved and valued.

## Our School Mission

**“Love one another as I have loved you”**

This is our guiding principle; it is at the heart of all that we say and all that we do. Our main aim is to encourage the children to treat others as they would expect to be treated themselves and be strengthened by the love and care that exists with the Parish, school and community family.

## Aims of the School

Our aims underpin every aspect of day-to-day life. To help achieve these aims our school offers a happy, safe and welcoming atmosphere.

Children are encouraged to learn through firsthand experience in a stimulating environment. Staff development is a high priority at Sacred Heart, and the school boasts a professional team with considerable expertise.

Our school aims to prepare children for living and learning responsibly in society and provide the highest standards of catholic education by:

- Recognising that all children are at different stages in their faith journey and require support appropriate to their individual needs.
- Developing an awareness of the love of God by making prayer, worship and liturgy valued experiences.
- Enabling each child to progress towards the realisation of his/her full potential, regardless of age, cultural background, disability, gender, race or religious beliefs
- Promoting a respect and understanding for the cultural and religious principles of others, particularly those within our own school community.
- Encouraging good behaviour by showing courtesy, good manners, consideration for the needs of others and respect for the ethos of the school.
- Recognising that parents are prime educators and encouraging a close partnership between home and school.
- Delivering a broad and balanced national curriculum which has Christ at the centre.
- Monitoring our performance to raise standards even higher.
- Working in partnership with the local community and Industry to deepen our understanding of the wider world.

## Children aim to be

- Good and well mannered
- Hardworking
- Helpful and caring
- Safe, smart and tidy

## A Brief History

Sacred Heart is a Catholic Voluntary Aided School. It was originally situated on Crabtree Road in Thornton and was first opened for pupils in September 1898. The present school was built in the 1980's and since then has had two extra classrooms built to facilitate the rising numbers. In addition we have refurbished the Infant Classrooms, extended all the Junior Classrooms and the hall to very generous and spacious sizes.

We have also built the Da Vinci building, where our science, art and DT teaching and learning take place, and is a fantastic addition to our school. We have developed our school library, investing in a huge selection of books for all ages, that children and staff can borrow. On the playing fields we have installed outdoor gym equipment for all the children's use. We have also built a sport court, which allows us to teach PE throughout the winter (and all year), and is especially useful for tennis, hockey, basketball and netball, among many other sports which we cater for.

We believe that our school plays a very important role in the faith development of our children. We endeavour to provide our children with a clear set of Christian values, which will guide their behaviour, development and understanding towards others. The Parish priest is an active presence within the school and, as part of school life, the children attend services in Church where they learn and experience the traditions of their faith.

Sacred Heart School serves the local community and provides a high quality education to children aged 4-11 years. Whilst most of our children come from the village, we have an increasing number of children who travel from further afield.

Children are grouped according to their ability within the seven spacious classes and the school provides a high level of teaching support to each. In addition to the classrooms we have a recently extended assembly hall, infant and junior resource areas, and a well-equipped library. The school also boasts a large playing field and substantial garden areas, which surround the building. The infant and junior children have separate playgrounds. We have our own kitchens and school dinners are prepared on site.

Prospective families are most welcome to visit our school and have a personal tour by the Headteacher.

We also have a Before and After School Club, to help our families manage their working lives and have more flexibility with child care. We work closely with our Pre-School enhancing the transition process for when the children start our school.

## Useful details about our school

If you need to get in touch with us at any time our address and telephone number are as follows:

Sacred Heart Catholic Primary School  
Heys Street  
Thornton Cleveleys  
Blackpool  
FY5 4HL

Tel: (01253) 821392

Fax: (01253) 827318

E-mail address:

bursar@sacredheart-thornton.lancs.sch.uk

Website: www.sacredheart-primary.co.uk

Before and After School Club Tel: 07538 924508

Pre- School Tel: 07835 711921

### School Hours:

Morning Session	9.00am – 12 noon Infants (8.50am doors open for all children) 9.00am – 12.10pm KS2
Afternoon Session	1.10pm – 3.25pm Infants 1.10pm – 3.30pm KS2
Assemblies	Monday & Friday 9.00am
Breakfast Club	7.30am – 8.50am
After School Club	3.30pm – 6.00pm
Pre-School	9.00am – 12 noon 12.30pm – 3.30pm (Lunch and all day sessions available)

Children should not arrive at school before 8.50am. Normally they should wait in the playground where a teacher will be on duty, until school opens. Children can come in to class from 8.50 am with 9.00 am as the official start of the day.

Children should be collected promptly, by an adult known to staff at 3.25/3.30pm unless they are involved in some pre-arranged after-school activity. All parents collecting their children are expected to wait on respective playgrounds where their teachers will release pupils. All pupils enter the school through doors located on the infant and junior playgrounds.

Parents are not permitted to park on the staff car park when bringing and collecting their children from school.

## School Staff

<b>Headteacher:</b>	<b>Mr. P. Eaton</b>
<b>Deputy Headteacher:</b>	<b>Mrs. J. Birch</b>
<b>Foundation Stage:</b>	<b>Mrs. H. Bowden</b> <b>Mrs. R. Hall</b>
<b>Key Stage One:</b>	<b>Mrs. F. Brodrick</b> (Team Leader for Key Stage One and Foundation Stage) <b>Miss. S. Darville</b> <b>Mrs. K. Wilson</b>
<b>Key Stage 2:</b>	<b>Mrs. J. Birch</b> <b>Miss. K. Holden</b> <b>Miss. K. Bradley</b> <b>Mrs. H. Hogarth</b> <b>Mrs. E. Pagen</b> <b>Miss. E. Green</b>
<b>Office Manager:</b>	<b>Mrs. C. Fairclough</b>
<b>Administrative Assistant:</b>	<b>Mrs. V. Porter</b>
<b>Teaching Assistants:</b>	<b>Mrs. J. Fletcher</b> <b>Mrs. J. Gorst</b> <b>Miss. D. Churms</b> <b>Mrs. J. Boulton</b> <b>Miss. K. Holroyd-Swarbrick</b> <b>Mrs. D. Johnson</b> <b>Mrs. N. Rae</b> <b>Mrs. A. Heatley</b> <b>Mrs. S. Webster</b> <b>Mrs. M. Hargreaves</b> <b>Mrs. K. Porter</b> <b>Mrs. S. Balagam</b> <b>Mrs. G. Elliott</b>
<b>Family Learning Mentor:</b>	<b>Miss. K. Fagioli</b>
<b>Welfare Assistants</b>	<b>Mrs. K. Redman</b> <b>Miss. D. Churms</b> <b>Mrs. D. Johnson</b> <b>Mrs. S. Webster</b> <b>Mrs. K. Porter</b> <b>Mrs. G. Elliott</b> <b>Mrs. S. Hopwood</b>
<b>Site Supervisor:</b>	<b>Mr. K. Charnley</b>
<b>Cleaner:</b>	<b>Mrs. J. Carr</b>
<b>Kitchen Staff:</b>	<b>Mrs. D. Watson</b> <b>Ms. J. Moss</b> <b>Ms. T. Moore</b>

## The Work of Our School

The school has 7 classes: three in Key Stage 1 and four in Key Stage 2. Children are grouped according to age and therefore teaching groups may include different abilities and ages.

Number on Roll **209**

### Key stages

A child's primary education will span three stages:

Foundation Stage	(Reception 4 to 5)
Key Stage 1	(Infants 5 to 7)
Key Stage 2	(Juniors 7 to 11)

### How lessons are taught

In the Foundation Stage, children follow an Early Years Curriculum in which they have opportunities to learn through structured play activities, both within the classroom and in the outdoor environment. These provide experiences that lead in to the National Curriculum which children will follow from Y1 onwards. As the children develop in to independent and confident learners they are encouraged to take responsibility for their own learning.

In both key stages, children are involved in daily Literacy and Numeracy lessons, where work is tailored to the ability of the individual. Foundation subjects are taught as a class base, ensuring a broad, balanced curriculum is delivered, in line with the National Curriculum requirements.

Independent and collaborative skills are encouraged from the earliest years. Children are taught as a whole class in ability groups and on an individual basis. High achieving children receive enrichment activities to extend their learning.



### Partnership with parents

The parents of Sacred Heart School have a tradition of supporting home school links. Their support with fundraising has enabled us to equip the school to the highest standards. All parents are very welcome to join the Friends of Sacred Heart who successfully organise and run social activities and fund raising events throughout the year.

There are parent Governors elected to represent the interests of parents on the Governing Body. We aim to keep parents regularly informed about events, activities and the curriculum in general. Monthly newsletters and termly curriculum letters are sent to all parents so they may complement work being undertaken by their child.

Parents are encouraged to be involved in classroom activities by hearing children read or helping in school.

An induction evening for new parents is held early in the Summer Term. Following on from this, new children are invited into school for a few visits to listen to stories.

School operates an open door policy where parents welcome to make an appointment to see the Head, or staff outside of class hours. All staff are usually available at 3.25pm /3.30pm should any parent need an informal chat or to pass on any information to their child's class teacher. We do ask if you have any worries or concerns that you make a formal appointment to see either your child's class teacher or the Head teacher.

All curriculum policies and schemes of work are available at school for parents to read on request.

Parents have the right to raise complaints about the curriculum and are welcome to discuss any concerns with the Headteacher. Written complaints may be sent to the Chair of Governors.



# What Children Learn

## Religious Education

Sacred Heart is in the Diocese of Lancaster and as such uses schemes of work recognised by the diocese. The children follow the work in The Way, the Truth and the Life. We share in parish celebrations of major Festivals such as Harvest, Christmas and Easter. Parents have the right to withdraw their child from Religious Education.

## Literacy

Listening, speaking, reading, writing, spelling, handwriting and word processing. Drama and music productions are a regular feature of school life.

## Numeracy

Mental calculation, exploring numbers and algebra, shape, space and measurement, handling data, problem solving and investigations.

## Information and Communication Technology

Sacred Heart Primary School is equipped with a range of the latest computers and software including 53 Netbooks, 16 Laptops and wireless connection throughout the school. Each class has access to their own i-pad. Every child has access to our lap tops and also to a digital camera, the Internet and e-mailing facilities. We have our own Website which is updated regularly.

## Science

Observing, questioning, experimenting and concluding. Activities include nature trails around our extensive grounds and mini beasts hunts.

## History

Looking at the present in the context of the past. Events include costume days and visits to places of interest.

## Geography

Knowledge and understanding of places, people and land formation and the environment. Events include field study trips.

## Design Technology

Design and Technology allows children to think and design creatively. Children use a wide range of materials to make and model including: textiles, card, construction materials and food.

## Art

Developing imagination and creativity, observing, recording and interpreting. Transforming materials into images and objects. Children learn about the creative arts by visiting Art Galleries, Museums and Theatres.

## Music

Singing, listening, composing and playing a variety of instruments all linked to the class topic. Music and drama productions are an enjoyable feature of School life. Year Three has weekly Samba lessons. Tuition is available in school for woodwind, strings, keyboard and guitar - there is a cost for these lessons.



## What Children Learn

### Collective Worship

There is a daily act of worship for all children that is suited to their age and stage of personal development. Individual parents may withdraw their children from acts of worship in consultation with the Headteacher.

### Physical Education

Netball, football, cricket, rounders, swimming, athletics, outdoor pursuits, gymnastics, dodgeball and dance.

### Sporting Aims

The primary aim is to develop in each child's self-confidence through understanding their own capabilities and limitations as well as those of others.

Sacred Heart School enjoys an excellent reputation for sporting success.

### Extra Curricular Activities

During the year, children will have the opportunity to be involved in many extracurricular activities, recently these have included:

Football, Rugby, Cricket, Golf, Gymnastics, Athletics, Archery & Laser Tag, Dance, Drama, Netball, Wake and Shake Up, ICT Club, Recorder Club, Chess Club, Choir.

We endeavour to participate in all Sports Competitions in and out of school. We are Wyre Champions (in Swimming (2013 and 2014), Netball (2016), Girls' Cricket (2014), Rowing (2015). We were winners of Tag Rugby Horabin Cup (2016), Indoor Athletics (2013, 2014, 2015 and 2016), also Summer Athletics (2016) and Basketball (2016) and KSI Multiskills Competition (2016).

The school also participates in the Music Festival at the Blackpool Opera House and the Dance Festival at the Empress Ballroom each year.

The Year 6 children traditionally attend an Adventure Holiday prior to leaving Sacred Heart School.

### Behaviour

We expect the highest standards of behaviour at all times. Should problems occur, we would notify parents and work together in a positive way to ensure a satisfactory solution.

The school has an anti bullying policy which aims to ensure appropriate intervention and support.



# CURRICULUM ASSESSMENT ARRANGEMENTS 2016 SATS RESULTS

## Assessment and testing

Children are assessed by their class teacher throughout the year. Tests in Literacy and Numeracy are administered annually to all Key Stage 2 children and results are reported to parents. Written reports are sent home, and there are two open evening every year. Parents can request to see documentation about their child's progress at any time.

The National Curriculum provides attainment targets for children in each subject. These set out what each child should know, understand and be able to do.

Children take part in standard assessment tests at the ages of seven and eleven. Parents will be informed of results.

## KEY STAGE 2 RESULTS 2016 SUMMARY

### Reading

#### Attainment

80% expected (100+), national average 66%  
47% greater than expected (107+)  
20% achieved a high standard (110+), national average 19%

#### Progress

83.3% expected progress  
37% more than expected progress

### Grammar, Punctuation and spelling

#### Attainment

93.3% expected (100+), national average 74%  
53.3% greater than expected (107+)  
40% achieved a high standard (110+), national average 23%

No progress can be measured as there were no assessments in KS1

### Mathematics

#### Attainment

70% expected (100+), national average 70%  
43.3% greater than expected (107+)  
33% achieved a high standard (110+), national average 17%

#### Progress

93.3% expected progress  
43.3% more than expected progress

### Writing (teacher assessment)

#### Attainment

73% achieved expected standard, national average 74%  
23% working at a greater depth, national average 15%

#### Progress

93.3% expected progress  
43.3% more than expected progress

## Average points scale score per pupil:

**Reading:** 104.3 (national average 103, expected score 100)

**Grammar, punctuation and spelling:** 107 (national average 104, expected score 100)

**Mathematics:** 105 (national average 103, expected score 100)

## Combined Results

% of children achieving expected standard for reading, writing and mathematics 60% (national average 55%).  
% of children achieving more than expected standard for reading, writing and mathematics 7% (national average 5%).

## Progress measured by the DFE

The DFE have invented a scale ranging from -10 to 10, with 0 being the expected standard, and anything above 0 being above expectations.

Our progress score from KS1 to KS2 were:

Reading 2.0

Writing 1.2

Mathematics 2.7

This means the children achieved better than other schools nationally in all subjects, making more progress than other schools nationally from KS1.

## School Governors

Mr R Clegg

Chairman Foundation Governor

### Governing Body

Mrs. V. Porter

Foundation Governor

Mr. M. Brodrick

Parent Governor Vice Chair

Mr. P. Eaton

Headteacher Governor

Mrs. J. Birch

Teacher Governor

Mrs. D. Johnson

Staff Governor

Mrs D. Wood

LEA Governor

Mrs. J. Halsall

Foundation Governor

Father. P. Burns

Foundation Governor

Mrs J. Wheeldon

Foundation Governor

Mrs N. Warburton

Foundation Governor

Mrs B. Flower

Foundation Governor

Mrs. T. Prescott-Jones

Parent Governor

### Clerk to Governors

Lancashire County Council c/o Sacred Heart School

The Governors meet regularly, as a full body and in committees, to deal with particular aspects of school management. They are committed to the school and share professional and business expertises. Governors regularly attend training sessions to update their knowledge of educational matters.

## Admissions policy for 2017/2018

### Introduction

Sacred Heart Catholic School is situated in the Diocese of Lancaster and is maintained by the Local Authority.

The Governors welcome applications from Catholic and non-Catholic parents who would like their children educated within the aims and ethos of Sacred Heart Catholic School.

In Sacred Heart School the practice of the Catholic faith and the teachings of the Catholic Church are important aspects of the school's life and work and influence the curriculum.

The Governing body is responsible for admissions within the requirements of the law. In doing so, the Governing Body has a regard for:

- The advice of the Diocesan Trustees on the nature and purpose of Catholic Schools;
- The Governing Body's responsibility towards the school and the Catholic community is serves
- The Catholic character of the school and its Mission Statement.

The Governing Body has set the planned admission number for Sacred Heart at 30. The Local Authority and other parties required by law have been consulted on this.

The infant class size rule of 30 is adhered to.

Application for a place at the school should be made on the relevant forms and returned to the school.

Children who are admitted will normally enter during September.



## Admission Criteria

Children will be admitted at the beginning of the academic year following their fourth birthday in order of priority according to the following criteria:

1. Baptised Catholic Looked after Children, and adopted children who were previously looked after.
  2. Baptised Catholic Children, whose parents/guardians are practicing Catholics residing in the parishes of Sacred Heart or St. Nicholas Owen.
  3. Baptised Catholic Children with siblings\* already in school.
  4. Baptised Catholic Children.
  5. Other Looked after children, and adopted children who were previously looked after.
  6. Baptised Christian children living in the Bourne Ward of Thornton, whose parents practice their faith.
  7. Children of families of other faiths who seek a Catholic Education for their child.
  8. Siblings of other children on roll in school
  9. All other children.
- Siblings include stepchildren, half brothers and sisters and adopted and foster children who are living with the same family at the same address.

If the number of children in any of the categories 1 – 8 is greater than the places available, applications will be further ranked: -

Where there are more applicants for the available places within a category, then the distance between the Ordnance Survey address points for the school and the home measured in a straight line will be used as the final determining factor, nearer addresses having priority over more distant ones. This address point is within the body of the property and usually located at its centre. Where the cut off point is for addresses within the same building, then the single measure between address points will apply and the Local Authority's system of a random draw will determine which address(es) receive the offer(s).

## Multiple Births

Where there are twins or multiple birth children wanting admission and it is not possible to offer a place to all of the children concerned or there is only one single place left within the admission number, then the Governing Body will exercise as much flexibility as possible within the requirements of infant class sizes.

## Guidance Notes to the Admissions Policy

1. Where there are extenuating circumstances for an application being received after the last date for applications, and it is before the governors have established their list of pupils to be admitted, then it will be considered alongside all the others.

Otherwise, applications which are received after the last date will be considered after all the others, and placed on the waiting list according to the criteria.

2. The Local Authority will issue all offer letters up to the start of the autumn term each year and thereafter governors will issue any offers.
3. A waiting list for children who have not been offered a place will be kept and ranked according to the Admissions Criteria, for one academic year.
4. Where a child lives with one parent for part of the week and another for the rest of the week, only one address can be used on the application form. This will normally be the address where the child lives for most of the school week and the address from which the child travels to/from school.

### • Non-routine admissions

It sometimes happens that a child needs to change school other than at the "normal" time; such admissions are known as non-routine or in-year admissions. Parents wishing their child to attend this school should arrange to visit the school. They will be provided with an application form once they have a definite local address. If there is a place in the appropriate class, then the governors will arrange for the admission to take place. If there is no place, then the admissions committee will consider the application and information about how to appeal against the refusal will be provided. Appeals for children moving into the area will not be considered until there is evidence of a permanent address, e.g. exchange of contracts or tenancy agreement with rent book.

Please note that you cannot re-appeal for a place at a school within the same school year unless there has been relevant, significant and material change in the family circumstances.

### • Deferred admission

If your child is due to start school during the next academic year, it is important that you apply for a place for September. If your child's fifth birthday is between the months of September and December, then, if you wish it, admission may be deferred until January; if it is between January and April, then admission may be deferred until the start of the summer term though it is likely to be in your child's interest to start no later than January. You may also request that your child attend school part time until he/she reaches his/her fifth birthday.

At the present time all 4 + children begin school in the Autumn Term full details of which are sent to parents.

During the summer term a pre school induction programme takes place involving information sessions for parents and stories for the children. There are opportunities to meet the staff, to seek answers to questions or concerns and to receive a home visit prior to your child actually starting school.

Children of other ages will be welcome and admitted at any time of the year (subject to admission number) into the class, which matches their age. Where possible, records from previous school will be sought in order to assist us during this transitional stage. Similarly children moving away from Sacred Heart School or on transfer to High School at 11 will have all relevant records passed to their new schools.

At Sacred Heart School, we acknowledge that we are continuing the education of your child: continuing with more formal teaching and learning, than that which you have been providing at home. We believe education to be a partnership between home and school and look forward to sharing the education of your child with you.

In the event of the Governors being unable to admit a child because all vacancies at the school have been filled, the parent of the child whose admission has been refused may appeal against the Governor's decision setting out in writing the grounds for the appeal, to the Clerk of the Appeals committee, c/o The School.

## Governors Policy Statements

The responsibility for sex education lies with the parents. However, although there is no formal sex education programme in this school, children's questions and problems are dealt with as they arise, or may be foreseen, in a way suitable to their age and understanding, but always in the context of the Church's teaching in regard to development of the whole person, physically, emotionally, spiritually and morally.

## Child Protection

Because of day-to-day contact with children staff are particularly well placed to observe outward signs of abuse, changes in behaviour or failure to develop. Parents should be aware, therefore, that where it appears that a child may have been abused the school is required as part of the local Child Protection Procedures, to report their concerns to the Social Services department immediately.

## Charging Policy

Educational Visits in school time, which support the curriculum, are seen to be an important part of the learning process. Parents will be asked to contribute to the costs of such visits. A child whose parents do not contribute will not be treated any differently from the others. However, if enough parents do not contribute, then the visit may not take place.

## Safety

The school actively supports the development of positive attitudes towards safety. This will be achieved through the integration of appropriate themes and topics into the curriculum. In addition efforts will be made to work in partnership with parents in order to encourage further safe practices. The Health and Safety committee regularly reports to the Governing body.

The School enjoys close links with the local community. Fire, Police and Health services regularly visit the school to talk about personal health and safety. Children are involved in local initiatives e.g. safety competitions. Trained members of staff are responsible for first aid and safety training.

It is extremely important that the Head teacher is informed of any medical conditions or disabilities that require special treatment. Children may not bring medicine into school for safety reasons. However, the school has special procedures for children with special medical needs. Inhalers are retained in each classroom. If a child is finishing a course of medication a parent may call into school to administer this. School staff will not administer medication.

If a child is taken ill at school, parents or the emergency contact are informed. This information is kept on a child's personal and confidential record at school. It is important that emergency numbers are kept up to date. The Office Manager should be informed of any changes.

## Homework

Homework is considered to be an important extension of the classroom curriculum. All children are set homework regularly.

## Attendance

Year	Whole School % Attendance
2014/15	95.8
2015/16	95.9

School must be informed of an absence by telephone or by a letter by 9.30 a.m. each morning. If a message is not received by 9.30 a.m. school will contact parents.

## Requests for Holiday or Extended Leave in Term Time

Before making a request for a holiday or extended leave it is important to note that:

- As a parent you do not have an automatic right to take your children out of school during term time.
- Children make best progress at school through regular and punctual attendance
- Children of compulsory school age have to attend school for 190 days per year (which leaves another 175 for holidays).

## Transfer to Secondary School

Children at Sacred Heart transfer to Local High Schools. The majority of our children transfer to Cardinal Allen R.C. High School Fleetwood. Children are invited to spend some time at Cardinal Allen prior to their transfer and Cardinal Allen staff visit Sacred Heart School to talk to staff and children.

Attendance at Sacred Heart does not guarantee automatic admission into Cardinal Allen Catholic High School.

## School Meals

Children may have a set dinner in the dining room. These dinners are of a high standard and follow the healthy options guidelines offering a wide choice of menus. Children may also bring in a packed lunch if preferred. We ask parents not to include sweets, chocolate or fizzy drinks in their children's packed lunch.

### Welfare Assistants

Mrs. G. Elliott  
Mrs. K. Redman  
Mrs. D. Johnson  
Mrs. S. Webster

Mrs. S. Hopwood  
Miss. D. Churms  
Mrs. K. Porter

### Kitchen Manager

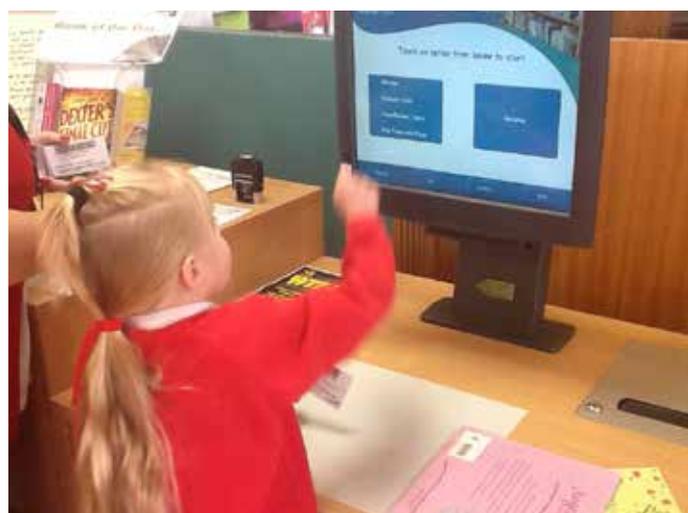
Mrs. Watson

### Kitchen Assistants

Ms. J. Moss  
Ms. T. Moore

### Break time snacks/drinks

KS2 children are allowed to bring in a piece of fruit for first break. All KS1 children are currently provided with a piece of fruit each day. All children are allowed to bring in a sports bottle full of water.



## School Holiday Pattern

### AUTUMN TERM 2017

Open	Monday 4th September 2017 – Friday 27th October 2017 (3.30pm) (INSET day Friday 1st September 2017)
Half Term	Monday 30th October – Friday 3rd November 2017 (incl) Re-open Monday 6th November 2017
Close	Friday 22nd December 2017 1.30pm

### SPRING TERM 2018

Open	Thursday 4th January 2018 – Friday 9th February 2018 (3.30pm)
Half Term	Monday 12th February – Friday 16th February (incl.)
Re-open:	Monday 19th February 2018
Open	Monday 19th February 2018 – Thursday 29th March 2018 1.30pm
Close	Friday 30th March 2018 to Monday 16th April 2018 (Inset 29/3/18)

### SUMMER TERM 2018

Open	Monday 16th April 2018 – Friday 25th May 2018 (3.30pm)
Closed	May Day Monday 7th May 2018
Half Term	Monday 28th May – Friday 8th June 2018 (incl)
Re-open	Monday 11th June 2018
Close	Friday 20th July 2018 1.30pm (Inset: 23/7/18)

Total: 190 days in school

INSET DAYS	1/09/17 29/03/18 4 x 2.5 hour twilight sessions 23/07/18
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## School Uniform

### Boys

Grey trousers or shorts  
White polo shirt  
School Sweatshirt  
Grey / black socks  
Black shoes



### Girls

Grey pinafore / skirt/  
trousers  
White polo shirt  
School sweatshirt  
White socks  
Red / grey tights  
Black shoes



### Summer

Red checked /  
striped dresses  
White socks



### P.E. Kit

White T shirt  
Red shorts  
Black slip on pumps

School sweatshirts and PE shirts are available from the school office. Garments should be clearly labelled with child's name. We also have Sacred Heart School book bags and P.E bags, which we would prefer all children to use rather than huge bags, which take up corridor space.

### Please note:

Jewellery is not permitted in school because of health and safety issues. We support the government guidelines which recommend no jewellery should be worn during physical education. The only permitted jewellery is a wristwatch. Earrings must not be worn under any circumstances.

At Sacred Heart, Mohican hairstyles and shaved patterns are not acceptable.



**Your Race for Life** 

**CLASS OF 2016**  
**WELL DONE!**  
Sacred Heart RC Primary  
School

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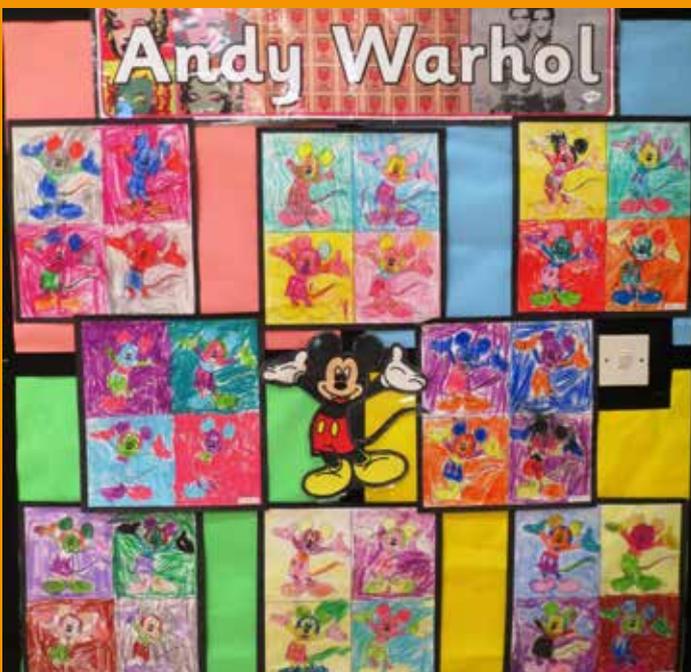
Raised a total of **£ 2,239.00**

This year thousands of students, teachers  
and parents took part in Race for Life and  
united to help beat cancer sooner.

**THANK YOU FOR BEING FUNDRAISING HEROES**

Signed: *E. Hyatt*  
Title: Head of Race for Life Date: September 2016

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*“Pupils express themselves confidently and often movingly in their responses to texts or deep concepts that they encounter in their learning”*

*“The teaching of reading is very effective. Pupils learn to read fluently and accurately during their time in school and, equally importantly, to acquire a love of reading.”*

