



# St Stephen's RC Primary School

## Prospectus

'Love one another, as I  
have loved you.'  
*John 13:34*

A  
**WORLD  
CLASS**  
school for  
children that  
want to make  
the world a  
better place  
as God  
intended



**COMPASSION**



**AMBITION**



**REJOICE**



**EXCELLENCE**



**SERVICE**

# St Stephen's RC Primary School Prospectus

Welcome to St Stephen's RC Primary School. We hope as you browse our prospectus, you gain an idea of the life and culture at St Stephen's.

Our Headteacher has a very clear vision for St Stephen's and that is to be a **World Class** School, preparing children to be ready to make the world a better place as our God wanted us to do. Under his leadership, St Stephen's will be a school characterised first and foremost by our faith and strength of our Catholic Community.

St Stephen's is proud to be a part of Emmaus Catholic Academy Trust. Joining the Trust enables us to help shape the provision of Catholic Education for the next generation.

It is an exciting time to join us at St Stephen's RC Primary School.



*Mr John Hawksworth*  
Chair of Governors



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## Headteacher's Welcome

Dear Parents and Carers, I am writing to you to introduce myself as the Headteacher of St Stephen's RC Primary School. I look forward to getting to know you as we work in partnership to ensure that your child thrives and flourishes in all areas of life.

Our School and Parish are very special. Serving the families and children of Droylsden, in the Diocese of Salford, we are a diverse school community, enriched by a broad range of nationalities and cultures. Our school is one team – welcome to #teamststephens.

I have a very clear vision for St Stephen's RC Primary. Put simply, to become a **World Class School**, offering the very best education to our children. Our School Vision is:

**'A world class school for children that want to make the world a better place as God intended.'**

I believe that our school will make a **valuable contribution** to your child's development. It is a secure and caring environment where children develop their many talents and we fully recognise the importance of educating the **'whole' child**.



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## Headteacher's Welcome continued...

Our school will be a school characterised first and foremost by our faith and strength of our Catholic community. We will be recognised for having an exceptional curriculum that provides children with powerful academic knowledge and character development they need to really make the world a better place. It will be rooted in Catholic Social Teaching. Our curriculum will be a broad, balanced and progressive, enriched with purposeful experiences and the flexibility to be responsive to individual needs and interests. Our Curriculum Mission is to: **'A Curriculum for Life'**.

Our teaching will be known to be consistently excellent in every classroom. Our teachers will be supported to become the very best practitioners, so they have the most impact on our children in the early stages of their education journey.

St Stephen's will be a school that children enjoy coming to, and a school of which they feel fiercely proud of. Our young people will connect deeply with their faith and be courageous in championing the common good out in the local community.

They will do this by living out, each day, our values of: Compassion, Ambition, Rejoice, Excellence and Service with both energy and passion. This will become automatic to them, as we will explicitly teach and model out our values, every single day, to support them in becoming modern day Disciples of Christ.



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## Headteacher's Welcome continued...

Our faith is in the living and carried forward by the children we serve. Our school will be calm, orderly, welcoming and our children will be polite. It will be a school where children, staff and parents follow three simple, but effective, school rules: **Be Ready, Be Respectful, Be Safe.**

My vision is of an exceptional school, fuelled by high aspirations for all, academic excellence, and exemplary behaviour, but where alongside the firm discipline, there will be a strong culture of care, empathy, encouragement, and reward. We insist on children and staff following World Class Basics and Behaviours and this is non-negotiable.

As well as achieving the highest academic success they can, I want our children to fulfil all of their potential: spiritually, emotionally and academically. I want them to be gifted opportunities and experiences that set their curiosity of the world on fire.

I want them to leave school as well-rounded, confident, well-adjusted children, with an awareness of the wider world and a desire and ambition to make a positive difference in it.



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## Headteacher's Welcome continued...

St Stephen's will have at its core, excellent teaching and lessons that children go home and talk excitedly about, so that they cannot wait to come to school the next day, because school is interesting, challenging and where they are held in high regard.

Finally, our school will be an inclusive one, welcoming children of all abilities and backgrounds. Where children with SEND and disadvantaged backgrounds are supported to reach those same ambitious outcomes and standards. A school where our entire community (children, staff, parish, parents, and carers) flourish. I look forward to welcoming your children into our caring and calm school community.

We value the full contribution to school life that parents make and the support offered by our local parish. Together, we ensure that St Stephen's is a very special place to be.

Kindest regards,

Mr Connor Lavin  
Headteacher



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## Our School Senior Leadership Team



Mr C Lavin  
Headteacher



Miss L Dempsey  
Deputy Headteacher



Mrs S Healey  
Assistant Headteacher



Mrs L Williams  
Assistant Headteacher



Mrs H Gibson  
Assistant Headteacher



Mrs A Khan  
School Business Manager

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## Our Safeguarding / Pastoral Team



Miss L Dempsey  
DSL

Mrs S Healey  
DDSL

Mr C Lavin  
DDSL

Mrs L Williams  
Senior Mental Health

Mrs S Frimston  
Pastoral Manager

### Principles for keeping children safe in education

*'Pupils are well cared for. They feel safe and happy in school. They know whom to turn to for support if they have any worries. Staff listen to pupils.'*

*Ofsted, April 2022*

If you have any concerns or worries at all regarding the safeguarding of children, please contact one of the team above.



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**Mission,  
Vision and Values**

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## Mission, Vision and Values

St Stephen's RC Primary is first and foremost a Catholic Primary School.

We believe that we are a school that treats each individual as unique as they were created in the eyes of God.

We exist to provide our children with a high quality educational experience which draws its distinctive character from the life and teaching of Jesus, the principles of the Gospel and the Catholic tradition. This is born out in our mission statement '**Love one another, as I have loved you**' John 13:34.

Our intention is to create a supportive learning environment within which we shall provide for all our children's intellectual, spiritual, moral, personal, social and cultural development.

We are committed to the pursuit of excellence in teaching and learning and to raising standards of achievement. Furthermore, we are committed to the development of effective partnerships with parents, the parish, local schools, the business community, the Local Education Authority and the Diocese of Salford.

We believe that parents send their children to a Catholic School because they want them to receive an excellent education in a community and setting governed by Christian values.

Everything we aim to do at St Stephen's is routed in our '**World Class**' vision. We strive for **world class behaviours** and **world class basics**. These are integral to achieving our vision.



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# St Stephen's CARES

We are committed to the learning and faith development of our children, and are driven by a core set of values set out as **St Stephen's CARES: Compassion, Ambition, Rejoice, Excellence, Service.**

**C**ompassion

Be compassionate in all of our actions

**A**mbition

Be ambitious - better ourselves and others

**R**ejoice

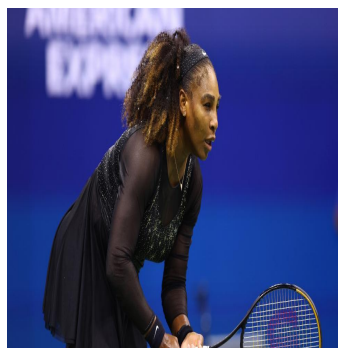
Be rejoiceful - celebrate the Good News

**E**xcellence

Be excellent in everything we do - work hard

**S**ervice

Be a steward of the Lord - a service to others





## COMPASSION

We will express love, kindness and empathy towards others so that our community is happy.

"Your desire that which exceeds my humble powers, but I trust in the compassion and mercy of the All-powerful God."

**St Stephen**



## AMBITION

We will embrace the fire within, fueling our dreams, for it is ambition that drives us to greatness.

"Let your ambition be guided by love, compassion and service to others for in doing so you shall find true fulfilment."

**Mother Teresa**



## REJOICE

We will celebrate the beauty of every moment, like a joyful melody that dances in our hearts.

"Rejoice in the Lord always again I will say, rejoice!"

**St Paul**



## EXCELLENCE

We will strive for the highest standards in everything we do, grabbing every opportunity we have.

"Dear young people, do not bury your talents, the gifts that God has given you. Do not be afraid to dream of great things."

**Pope Francis**



## SERVICE

We will give our hands to the service of others and give our hearts to show others love each day.

"The fruit of silence is prayer; the fruit of prayer is faith; the fruit of faith is love; the fruit of love is service; the fruit of service is peace."

**Mother Teresa**

## Mission, Vision and Values

### High Expectations

We have very high expectations for all our children with strict standards insisted upon with regard to attitude to learning, uniform and behaviour.

We believe in the potential of all children to achieve and are deeply committed to developing the gifts and talents of all young people in our care.

### A Caring School

We set high expectations for all our children but also provide a remarkably high level of support to ensure that these expectations are met. St Stephen's is a caring school.

We pride ourselves on the way in which new children quickly become part of our community. Throughout a child's time at St Stephen's, we have an innovative pastoral programme to ensure the support, care and direction of each individual.

### Committed to Excellence

We believe that all young people have unique and special abilities. We see it as our role to foster and develop the talents of all within our community.

We have an extremely talented and committed staff who aim to make learning enjoyable and successful.



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## A WORLD CLASS

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## World Class Behaviour

The highest standards of behaviour at all times is the expectation at St Stephen's RC Primary School.

We have three very simple rules for children and adults to follow - our '**world class behaviours**':

- Be Ready
- Be Respectful
- Be Safe

To help children and adults meet our expectations, we have '**world class basics**' that we all must follow:

- Wonder Walking
- Fantastic Listening
- Lovely Lines
- Terrific Transitions
- Marvelous Manners
- Sweep the Sheds

'Pupils enjoy their playtimes. They can choose to be active on the playground and in the woodland area, or opt to spend their time reading in the big yellow book bus. The wide range of activities on offer help pupils to keep physically and mentally healthy.'

**Ofsted, April 2022**



COMPASSION



AMBITION



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## World Class Behaviour

We understand that we all make mistakes, Jesus teaches us that it is normal for us to, but He also taught us how to get better, how to forgive and also how to say sorry.

If children fail to meet the high standards of behaviour, then sanctions may be used, typically:

- Loss of play time or lunchtime (LOFT time)
- Suspension from school for a fixed time

We encourage restorative practices as much as possible, we follow the lessons Jesus taught us, to repair relationships, and most importantly, to forgive.

It is important for us that parents work together with school in supporting our 'world class behaviours and basics'. Your support is needed and valued.



'Pupils are taught to challenge stereotypes. They understand what it means to belong to different family units. Older pupils said, 'You can love who you love, it is your choice.'

**Ofsted, April 2022**



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## World Class Basics: Amazing Attendance

We believe that good and regular attendance is essential for children to reach their full potential. Good attendance and punctuality help children to achieve academically, gain self-confidence, develop a sense of belonging and maintain friendships.

We believe that setting good habits from the earliest point in education develops an understanding of responsibility and reliability that will help children throughout their time at school and into their adult lives. In order for this to happen, parents and the school need to work together to ensure that pupils attend regularly and on time.

Attendance is subject to education laws and parents have a legal responsibility to ensure their child receives their right to an education. Failure to do so may lead to prosecution.

Every opportunity will be used to convey to pupils and their parents/carers the importance of regular and punctual attendance.

Holidays in term time are not permitted and will not be authorised.



'Central to raising standards in education and ensuring all pupils can fulfil their potential is an assumption so widely understood that it is insufficiently stated – pupils need to attend school regularly to benefit from their education.'

**DfE Guidance, May 2022**

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## **Our Curriculum: 'A Curriculum for life'**

'New leaders have brought fresh impetus to improving the curriculum. They have given careful thought to what they want pupils, including those with special educational needs and/or disabilities (SEND), to achieve as they move through the school. The result is a well-thought-out curriculum that builds pupils' knowledge well from early years through to key stages 1 and 2.'

**Ofsted, April 2022**

**COMPASSION**



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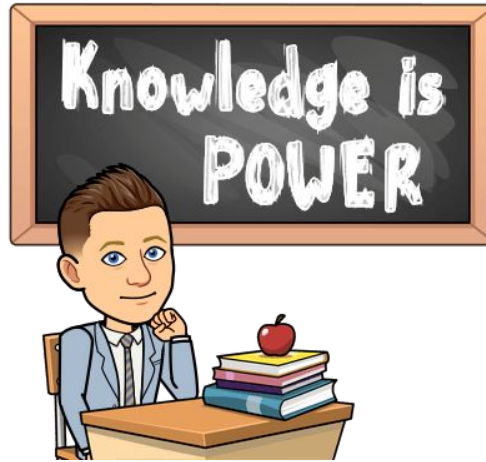


## Curriculum Overview

Our curriculum is built upon our **'CARES' values** and **Catholic Social Teaching**.

At St Stephen's, our curriculum has carefully been planned to ensure our children receive a progressive education that gives them the knowledge and skills to *'make the world a better place as God intended'*.

Our children will leave St Stephen's having an awareness of the world around them and understanding that their uniqueness and talents are **gifts from God**.



**'Building a  
World-Class  
Future, One  
Child at a  
Time!'**

**'Discovering  
World-Class  
Talents,  
Unleashing  
Bright  
Futures!'**

**COMPASSION**



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## Curriculum Overview

### Compassion

Through expressing **love, kindness and empathy** towards each other, our children will become **curious, resilient** learners who are **self driven to achieve** their best. Our curriculum enables our children to become comfortable within their own skin and love themselves for who they are; understanding that they are unique and made in the image of God.

Through **compassionate, inclusive teaching**, staff will **nurture** all learners to become **resilient** and show **empathy** towards each other.

### Ambition

Our **ambitious** curriculum aspires the children to **strive for excellence** in all that they do. Our curriculum has been designed to provide a level of challenge to inspire **curiosity** for all learners. Our curriculum is carefully designed to develop and nurture our children's **dreams and aspirations** through the study of **diverse, relevant and aspirational** role models.

### Rejoice

Celebration is pivotal to our curriculum and weekly awards and assemblies celebrate the achievement of our children.

### Excellence

Our curriculum allows our children to **strive for excellence** and experience **new opportunities** for example, through extracurricular activities such as choir and gaming. Within all subjects taught, our enthusiastic teachers have **high expectations** for our children and our children set **aspirational goals** for themselves. Our curriculum develops **independence** and provides opportunities for our children to identify their own, and their friends, next steps.

### Service

When our children leave St Stephen's, they will understand that they have a special place within our world and understand their responsibility to help *'make the world a better place as God intended'*. Our children will have developed transferable skills that will prepare them for high school and beyond. Through studies of **careers** and **aspirational** role models, our children will be aware that they have gifts to be shared with the world.



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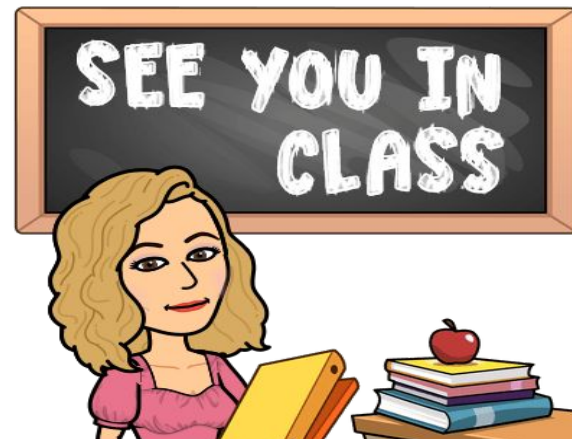
## Curriculum Overview

### Curriculum Organisation

Religious Education is at the heart of our curriculum and makes up 10% of each class timetable. Mathematics, English, Guided Reading and Phonics are taught daily. Our foundation subjects are taught discreetly however, there are explicit cross curricular links amongst them. Spiritual, moral, social and cultural development (SMSC) is embedded throughout lessons and everyday aspects of school life. We are lucky to have a dedicated PE teacher in school who teaches all classes in all phases. All our subjects have their own intent statement mirroring our curriculum aims.

Over the course of children's time here at St Stephen's they will study a variety of subjects:

- Religious Education, including Relationship, Sex and Health Education
- English
- Mathematics
- Science
- History
- Geography
- Computing
- Music
- Physical Education
- A Modern Foreign Language - Spanish
- PSHE
- Art
- Design Technology



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## Religious Education Overview, including RSHE Education

At St Stephen's, Religious Education is central to our curriculum. As a Catholic School, Gospel Values are rooted throughout all that we do and Catholic Social teaching is at the heart of each topic we teach. We are committed to putting our faith into action and work closely with charities such as Caritas and CAFOD throughout the year.

We believe that it is a great privilege and honour to guide children on their own faith journey. Central to each classroom in school, is an prayer table which reflects the Liturgical Year. Liturgical celebrations are paramount within our calendar and our pupil chaplaincy team regularly lead whole school liturgies where we celebrate and reflect together as a community.

We have strong links with the Parish and Parish Priest, Father B. Wilson. Each week, we celebrate Mass with the parish, which are a highlight of the week. When in Year 3, the children will be invited to participate in the Sacramental Programme and receive the Sacrament of Reconciliation and First Holy Communion.

'The Catholic life of the school is outstanding. St Stephen's provides a school community in which everyone is valued and welcomed and Jesus is placed at the centre of all that it does. Parents are very keen to say that the welcome that is extended to their children is excellent and that the children are happy in school; they said that any issue or concerns that they may have are dealt with quickly and effectively.'

**Section 48, RE Inspection**



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## Religious Education Overview, including RSHE Education

Religious Education formulates 10% of curriculum time in each class. As a school, we follow the 'Come and See' scheme of work. During each year, the children will develop and build upon their knowledge of:

- Church (Domestic and local church)
- The Sacraments
- Liturgical Celebrations

At St Stephen's, we use a creative approach to teaching Religious Education. Lessons involve: analyse of scripture, writing in role, drama, art, music and meditation.

RSHE (Relationships, Sex and Health Education) is taught in all year groups in an age appropriate manner. At St Stephen's we follow 'Life to the Full', a Catholic based RSHE scheme of work. At the heart of our RSHE curriculum is the understanding that we are made in the image and likeness of God.

Parental involvement with our RSHE scheme is actively encouraged and annual parental consultation sessions are held in school.



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## Early Years Foundation Stage - *Nursery and Reception*

*'Staff in Nursery introduce children to lots of new words through stories and play. Children build on this knowledge as they begin to learn to read in Reception Year. They are taught by staff who know how to deliver the phonics programme well.'*

**Ofsted, April 2022**



*'Older pupils enjoy being special friends to the children in early years. They help them to settle into the school routines. Children in early years quickly learn how leaders expect them to behave.'*

**Ofsted, April 2022**

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## Early Years Foundation Stage *Nursery and Reception*

The Early Years Foundation Stage (EYFS) is the stage of education for children from birth to the end of the Reception year. It is based on the recognition that children learn best through play and active learning.

There are seven areas of learning, including three prime areas:

- Communication and Language
- Physical Development
- Personal, Social and Emotional Development

And four specific areas of learning:

- Literacy
- Mathematics
- Understanding the World
- Expressive Arts and Design

There are also three characteristics of effective learning based on how young children learn. These must be taken into account when we plan and guide children's activities.

- Playing and exploring
- Active learning
- Creating and thinking critically



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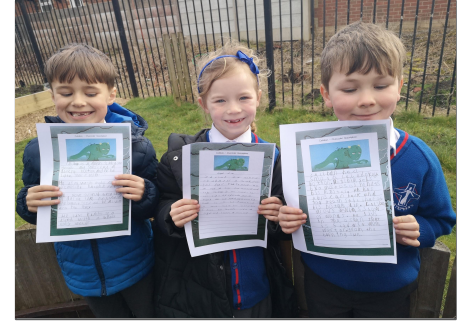
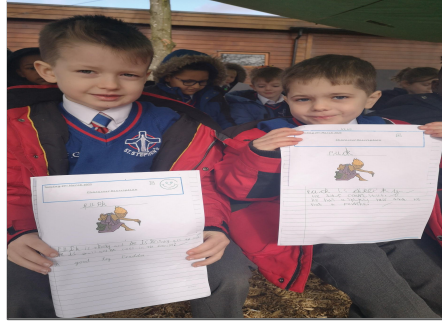
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## Key Stage One - Year 1 and 2



*'Pupils are proud of their school.  
They care about the environment and look after it well.  
This includes tending to the school's hens and ducks.'*

**Ofsted, April 2022**

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## Key Stage One - Years 1 and 2

In Key Stage One we believe that education is about the development of the whole child. We know that KS1 is a crucial stage in your child's learning journey. It is a time when good learning habits are established, a love of learning is developed and children begin to recognise their own strengths and areas of development.

We aim to provide a learning environments where children learn through first hand experiences and start to take responsibility for their own learning. In Year 1 we aim for a smooth transition from Early Years by providing learning opportunities and challenges through a mixture of class lessons and continuous provision. We offer a broad and enriched curriculum where there is a strong focus on teaching in ways that promote and account for the stage of development of the child.

Year Two is the final year of Key Stage One. Work previously covered in Year One is extended and consolidated and the children become able to work independently for sustained periods of time.



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## Key Stage Two - Year 3, 4, 5 and 6



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*'Pupils enjoy their playtimes. They can choose to be active on the playground and in the woodland area, or opt to spend their time reading in the big yellow book bus. The wide range of activities on offer help pupils to keep physically and mentally healthy.'*

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## Key Stage Two - Years 3, 4, 5 and 6

In Key Stage 2 (Years 3 to 6), we provide a stimulating and engaging environment that fosters a love for learning.

Our dedicated teachers inspire students to reach their full potential, guiding them through key academic milestones such as the Year 4 multiplication check and Year 6 SATs.

However, our focus extends beyond examinations; we prioritise instilling core values in our students. Compassion, ambition, rejoice, excellence, and service form the foundation of our school community, encouraging kindness, determination, celebration of achievements, pursuit of excellence, and helping others. I

In addition, our learning powers of resilience, empathy, high aspirations, curiosity, and innovation empower our students to become confident and independent learners. We believe in fostering positivity and creating a supportive atmosphere where each child can flourish and develop lifelong skills.



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## Assessments at St Stephen's - how will we know your child is making good progress?



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Daily feedback to children, live in lessons



Termly assessments based on taught content



Regular Phonics Assessments



Reading Age and Maths Age tracking



Two Parents Evenings Autumn/Spring Term



End of Year Report - Summer Term



'Pupils with gaps in their knowledge are well supported. This helps these pupils to catch up quickly.'

**Ofsted, April 2022**

**COMPASSION**



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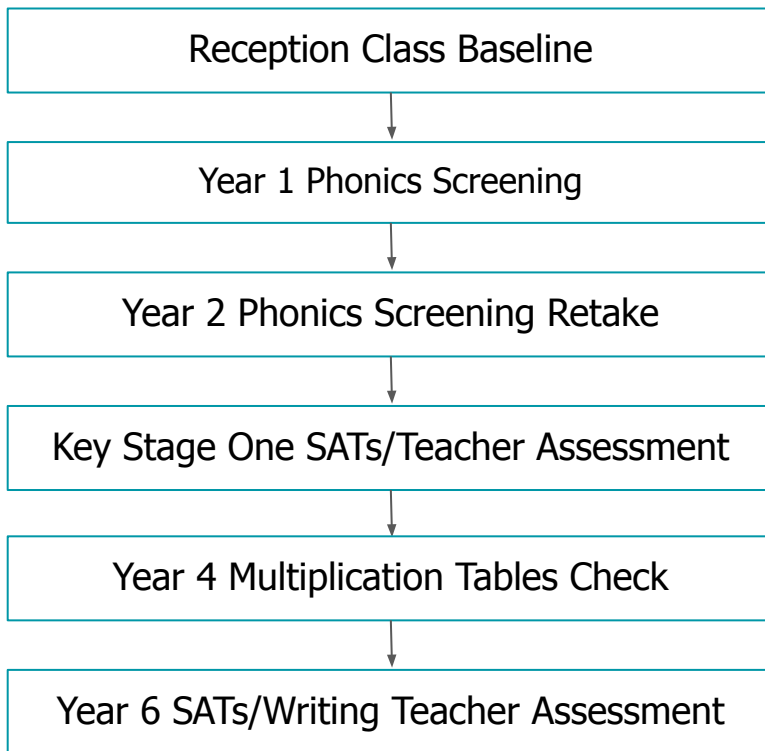
**EXCELLENCE**



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## National Assessment required by the Department for Education.



'Pupils with gaps in their knowledge are well supported. This helps these pupils to catch up quickly.'

**Ofsted, April 2022**



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## Personal Development

One of the foundation stones for St Stephen's reputation and ethos is its strong pastoral support. It has developed over many years to become the strong, motivated and successful team responsible for the welfare of pupils at St Stephen's.

Each year group also has a dedicated Senior Leader who parents and children can contact if they have any queries, concerns or require support in a particular area. In the first instance, class teachers should be in the first point of contact for parents who wish to discuss a particular issue regarding their child. Should you require further discussions, please contact the Senior Leader responsible for your child's year group.

Each year group is linked to a Senior Leader who is responsible for the progress, attainment and personal development of the pupils in their year groups. The role of pastoral staff is to ensure the fundamentals are in place so that pupils can achieve their best possible outcomes.

The Senior Leader responsible for Behaviour and Attitudes (Miss Dempsey) has oversight of, and overall responsibility for, safeguarding and pastoral support at St Stephen's RC Primary School.



'Pupils learn how to keep themselves and each other safe. They know how to manage the risks when working and playing online. This includes how to report any concerns that they may have about online behaviour from others that makes them feel uncomfortable.'

**Ofsted, April 2022**



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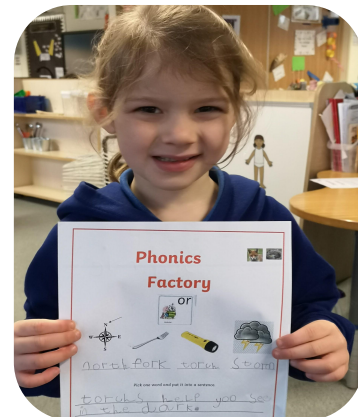
## Reading for pleasure

*'...the teaching of reading is secure across the school. Staff in Nursery introduce children to lots of new words through stories and play. Children build on this knowledge as they begin to learn to read in Reception Year. They are taught by staff who know how to deliver the phonics programme well. As pupils move into key stage 1, they strengthen their phonics knowledge. They practise reading using carefully chosen books that match the sounds they are learning. Pupils with gaps in their knowledge are well supported. This helps these pupils to catch up quickly.'*

**Ofsted, April 2022**



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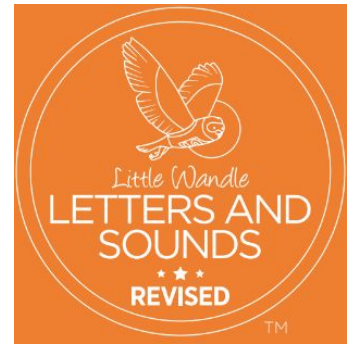


## Reading at St Stephen's

Reading plays a vital role in a child's educational journey, particularly during their time at Primary School. At St Stephen's, we prioritise the development of strong reading skills in our young learners, starting with our phonics scheme called Little Wandle, which is taught in Nursery, Reception, Year 1, and Year 2. This scheme equips children with essential phonics knowledge and decoding strategies, paving the way for fluent reading.

Once the phonics scheme is completed, children transition to our reading program called Accelerated Reader, which accompanies them until they leave in Year 6.

Alongside these structured programs, our English Curriculum and Whole Class Reading Sessions expose children to a wide range of texts that celebrate diversity and teach them about difference, nurturing empathy and understanding.



**Accelerated**<sup>™</sup>  
Reader

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## Reading at St Stephen's

To help your child excel at reading, we have compiled five top tips for parents:

1. Establish a reading routine: Encourage your child to read for a set amount of time each day. Whether it's before bedtime or after school, consistent reading habits promote a love for books and enhance reading skills.
2. Create a reading-friendly environment: Designate a quiet and comfortable space where your child can read without distractions. Provide a variety of age-appropriate books and encourage them to explore different genres and authors.
3. Be a reading role model: Children often imitate the behaviors they see around them. Demonstrate your own love for reading by sharing your favorite books, discussing what you're reading, and spending time reading together as a family.
4. Engage in meaningful conversations: After your child finishes reading a book, engage them in conversations about the story, characters, and themes. Encourage them to express their thoughts, ask questions, and make connections to their own experiences.
5. Visit libraries and bookshops: Take regular trips to libraries and bookshops, allowing your child to select books that interest them. Exposing them to a variety of reading materials broadens their horizons and nurtures a lifelong love for reading.

By following these tips and actively participating in your child's reading journey, you can provide them with the necessary support and encouragement to excel in their literacy skills at St Stephen's.



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## Sports Curriculum at St Stephen's

At St Stephen's we believe sports education is vital for all children. Whether through our PE curriculum, playtime/lunchtime activities, or competing in sports competitions against other schools, striving for excellence is our mantra!

We teach children a range of sports through our curriculum and we also offer a wider range of after school sports clubs for certain year groups.

Sport is so important for a healthy mind and body - we teach children the importance of participation, inclusivity and celebrating each other's successes.



Mr J Grantham  
PE Teacher

'The only one who can tell you 'you can't win' is you and you don't have to listen.'

Jessica Ennis-Hill

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## Supporting children with SEND

St Stephen's RC Primary operates a whole school inclusive approach for pupils with Special Educational Needs and Disabilities. All staff at our school are responsible for meeting the needs of all learners. In order to support this we provide constant training and professional development relating to SEND, Quality First, Adaptive and Inclusive teaching. Information is provided to all staff, on individual needs and strategies to support SEND pupils.

The Special Educational Needs and Disabilities Coordinator (Miss Lisa Dempsey) works with a team of teachers and learning support assistants to provide both in-class support and specialist support. There is close liaison between subject teachers and the SEND team to support learning, as well as pupils' behavioural, emotional or social difficulties.

The partnership between pupils, staff and parents is vital in order to help each individual gain maximum benefit from the curriculum and we welcome visits from prospective parents. We have the highest expectations for all our pupils but we recognise that some may need specialised support, which we look to provide.

In September 2022 we opened 'The Oasis' and 'The Nest' which is a new provision to support our learners with more tailored interventions and support around both academic and well-being issues.

We offer a safe space that pupils can access to enable them to accelerate their progress in all areas of their school life.

*'Leaders are adept at identifying the additional needs of pupils with SEND, including for children in early years. Teachers provide effective support for these pupils in class. This helps pupils with SEND, and their classmates, to learn without interruption'*  
*Ofsted, April 2022*



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## Supporting children with SEND

### Taking Account of Individual Pupils' Needs

At St Stephen's we are keen to ensure that we do not discriminate in line with the Equality Act 2010 and SEN Code of Practice 2015 – through application of the behaviour policy - against pupils whose apparent inappropriate behaviour may be a function of their SEND.

There will be circumstances in which some pupils may need reasonable adjustments to access areas of their school life and staff take account of those individual pupil needs when supporting pupils. Staff appreciate that there are many influences and stresses that can affect a pupils' behaviour, and all pupils are treated with our Gospel values.

### External Partners

St Stephen's RC Primary liaises with other professional partnerships who visit regularly. These include contact with NHS specialists, Mental Health Specialists, Educational Psychologist and other services. These partners may be involved in working with your child, reporting to you and contributing to the overall plan for what your child needs.

### Support for Families

We aim to foster a community spirit at St Stephen's and in order to achieve this we shall be organising regular coffee mornings, parenting workshops and support sessions for identified groups.

If you would like more information on how we can support your child at St Stephen's then please contact our **SENDCo Miss Lisa Dempsey** by emailing [sendco@stsrcp.co.uk](mailto:sendco@stsrcp.co.uk)

*'Leaders ensure that pupils, including pupils with SEND, benefit from high-quality opportunities to develop their talents and interests. These include visits, clubs and music lessons. Pupils also take an active role in supporting others. They raise money for charity and are keen eco-champions.'*

*Ofsted, April 2022*



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## Structure of the School Day

The makeup of the day can vary depending on what year group your child is in, for example, playtimes and lunchtimes are staggered throughout the morning.

### Start of the school day:

Doors open to all classrooms at 8:40am and close at 8:55am. Children complete a variety of morning tasks during this time. Registration begins at 8:50am till 8:55am, after this time, your child will be given a late mark.

Prayer and liturgy begins at 8:55am daily for each class. Entrance gates close at 8:55am. If you arrive after this time, please enter via the main school office and sign your child in on the screen.

School finishes at 3:15pm. You will not be able to access the school site until the gates to the school open at 3:10pm for safeguarding reasons.

If your child needs to attend an appointment that cannot be made outside of the school day, we ask that you collect your child from the school office and sign them out on the screen. We do ask for appointment cards to be shown for our records.



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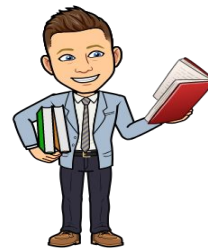


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## Celebrating Success at St Stephen's - Fabulous Fridays!

We love celebrating children's achievements, both inside and outside of school. Each Friday we hold our whole school 'Good News Assembly' where we reward:

- Handwriter of the Week
- Marvellous Mathematician of the Week
- Remarkable Reader of the Week
- Sports Superstar of the Week
- Star of the week (Hot Chocolate Friday Winner!)



We also sing Happy Birthday to those celebrating a birthday that week. House Point winners of the week are revealed and we celebrate the class with the best attendance. Children who have achieved great things outside of school are encouraged to bring in their trophies or certificates to be given a huge cheer from the school! It truly is a great way to celebrate everything great about our children and school!

### Star of the Week

If your child has been following our world class behaviours and demonstrating our school values all week, they may receive 'Star of the Week'. Winners are treated with Hot Chocolate Friday, which the children absolutely love!!!



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# Uniform Guidance

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## Uniform Guidance

- Our school colour is **blue** with grey, white and red.
- Sweatshirts and cardigans should be **blue**.
- Polo shirts/shirts, tee shirts (for PE), should be **white**.
- Skirts, pinafore dresses, trousers and shorts should be **grey**.
- During the summer term, **blue and white** summer dresses can be worn.
- **Black** school **shoes** should be worn - 'fashion' footwear such as black trainers or heavy boots should **not** be worn even if they are in school colours.



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## Uniform Guidance



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**Plain, black shoes** must be worn as part of St Stephen's uniform.

Black training shoes should **not** be worn as alternatives to shoes, e.g. Converse, Nike, Adidas, etc.

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## Uniform Guidance for PE

### PE Kit includes :

- A royal blue school hoodie (school logo branded available to purchase)
- A royal blue school polo shirt (school logo branded available to purchase)
- A pair of navy school tracksuit bottoms (school logo branded available to purchase)
- A pair of navy school shorts (school logo branded available to purchase)

We to allow all year groups to come into school wearing their PE kit on their 'Active Days'. Nearer to the start of the academic year, you will be provided with a timetable, it will state clearly which day your child can come in in their PE kit - these days will be called 'Active Day Wear' and the others 'Uniform Day Wear'.



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## Uniform Guidance for PE

There are two ways to order this fantastic kit:

1. Order the whole bundle directly through school (we cannot order individual items). You will need a document called 'PE Kit Order'. Simply fill the form in and email it back to [admin@stsrcp.co.uk](mailto:admin@stsrcp.co.uk) with your details and sizes. Then, on Parent Pay, you will see an item listed 'PE Kit Bundle'. Pay your £28.00 and school will distribute the kit when it is delivered.
2. Alternatively, order directly from <https://topmarksschoolwear.co.uk/> - prices are a little more expensive, however you can order individual items. (if you are unsure of sizes, you can always visit Top Marks School Wear in Ashton)
3. School branded kits are optional, you can purchase them unbranded from elsewhere



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## Uniform Guidance

### Jewellery:

Earrings **can** be worn at St Stephen's but they **must** be a single pair of plain studs. Other jewellery such as necklaces, bracelets, bands, facial piercings should **not** be worn.

All jewellery, including watches, should not be worn for PE lessons for health and safety reasons.

Wristwatches **can** be worn. For safeguarding reasons, 'smartwatches' that have access to the internet, can take photos and videos and/or can receive phone calls or messages **cannot** be worn as a wristwatch.

### Hair:

No fashion statement or extreme haircuts.

Longer hair can be kept out of the face and be tied back or styled with headbands, bobbles and clips in the school colours of blue, white and red.



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