

***St Mary's Roman
Catholic Primary School
School Prospectus
Living The Faith***



***Byw yn Efydd
Prospectus yr ysgol
Ysgol Gynradd Gatholig
Santes Fair***

Academic Year 2019 - 20

Our Mission Statement

'Living the Faith'

"The school endeavours to be a place where the Roman Catholic faith is taught, learned and lived in daily practice so that prayer, worship and liturgy are appropriate and meaningful experiences which further the spiritual development of each child.

In this Christian context children can grow in knowledge and understanding and in their acquisition of skills, attitudes and values in all subjects.

The school is committed to fostering Christian relationships based on the Gospel Values of truth, holiness, love, justice, forgiveness, healing and peace."

Welcome

At St. Mary's Roman Catholic School we are proud to offer pupils the opportunity to grow and learn in a safe, secure and happy environment. Our pupils are all welcomed into the St. Mary's family, where we learn and grow together. A happy child is a learning child!

St. Mary's works hard to provide a broad, balanced and exciting curriculum which means our pupils will grow to be independent lifelong learners who have a love of developing their own skills and talents. We also value the holistic development of our pupils, including their social, emotional and spiritual needs. Our mission statement encourages all pupils to think about what their faith means in everyday life through living the Gospel values. I am very proud and privileged to be involved with St. Mary's School and look forward to getting to know you and your child/ren.

Choosing the right school to suit the needs of your child is one of the most important decisions you have to make. We feel our school is the right school for your child because, above all, St Mary's School is concerned with the needs of each **individual** and strives to cater for **every** pupil's needs. I hope you find everything you need to know here in the prospectus. Please feel free to get in touch with us at the school if you have any questions.

*Mrs Hannah Corcoran
Acting Head Teacher*

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Section A – General Information

Address:	Union Street Carmarthen Carmarthenshire SA31 3DE
Telephone:	01267 234297
E-Mail:	admin@stmaryscarm.ysgolccc.cymru
Website:	www.stmaryscarmarthen.amdro.org.uk
Acting Head teacher:	Mrs Hannah Corcoran
Chair of Governors:	Mr Phil Grice
Education Authority:	Carmarthenshire County Council
Interim Head of Education Services:	Aneirin Thomas
Address:	Department for Education and Children St David's Park Carmarthen Carmarthenshire SA31 3HB
Telephone:	01267 234567
Email:	AndiMorgan@carmarthenshire.gov.uk
Diocese:	Menevia
Diocesan Director of Education:	Mr. Paul White
Address:	Curial Office 27 Convent Street Swansea SA1 2BX
Telephone:	01792 644017
Email:	education@menevia.org
Type of School:	Voluntary aided
Language of School:	English medium
Age Range:	3 – 11 years
Number on roll:	67

About St Mary's School

St. Mary's is a voluntary-aided primary school, located in a mixed residential area near to the town's centre. It serves the parish of St Mary's Church, Carmarthen. Whilst the majority of our pupils are Catholic, we also admit baptised children of other Christian denominations and children whose parents wish them to be educated within the religious ethos of a Catholic school.

The Ethos and Values of the school

As a Catholic School, our Mission Statement '**Living the Faith**' prepares pupils to become productive Christians through Gospel values. The intellectual, emotional, and spiritual development of all our pupils is strengthened by our Christian principles of justice, love and forgiveness. We recognise the dignity and celebrate the value of each child and adult working within the school community – all are encouraged to fully develop their potential. The commitment of pupils, parents and school are summarised in the Home-School-Pupil Agreement which pupils and parents are invited to sign when offered a place at the school.

Our School Patron

Our school is dedicated to Mary, the Blessed Mother of God.

About Our Mission Statement

At St Mary's School we believe that each child is special. Each has a special talent to bring to the School, or a special need to be accommodated. We aim to provide the very highest standard of education for all children.

The school mission statement is:

'Living the Faith'

This statement reflects the belief that every individual has the potential to grow and improve in the Faith of Jesus Christ our Lord, both individually and collectively and that we work together with all members of the school community to achieve this. Our school is always striving to improve, grow and move forward. This school is about learning and celebrating achievement and success. It recognises that self-esteem is crucial for achievement.

Our philosophy of Education is always to help **every** child fulfil his or her potential, whatever that may be.

'Who's Who' at St Mary's School?

ACTING HEAD TEACHER: Mrs. Hannah Corcoran

TEACHING STAFF: Mrs. Hannah Corcoran
Mrs Julie Morga
Miss Sioned Jones

TEACHING ASSISTANTS: Miss Melissa Anthony
Miss Eirian Evans
Miss Caroline Fagan

SCHOOL SUPPORT OFFICER: Mrs. Clare Bailey

COOK IN CHARGE: Mrs. Helen Thomas

BREAKFAST CLUB STAFF: Mrs. Helen Thomas
Mrs Dominika Skowronska
Miss Siobhan Farrell

MID-DAY SUPERVISORS: Mrs. Dominika Skowronska

CARETAKER: Mr. Mariusz Sieczyk

The Governing Body

The Governing Body of St Mary's R.C. Primary School is made up of Foundation governors, parents, staff from the school, local council representatives, and co-opted members from the local community who are able to bring their particular specialist qualities to the Governing Body. All members of the Governing Body work together with the Head Teacher to make decisions about how the school is run.

The Governing Body has legal duties, powers and responsibilities and is appointed to help decide what is taught within the school, decide how the school budget is spent, interview and select staff and to support and challenge the school to be the best it can be. The parent Governor is elected by the parents of the school. All Governors serve for a period of four years.

The full Governing Body meet once a term. However, each member of the Governing body is also a member of a sub-committee, who also meet at least once a term to look at aspects of their work and school life; these include school improvement, the curriculum, finance and maintenance of the building and premises.

The Governors produce an Annual Report for Parents in the Autumn Term.

The following representatives comprise the full Governing Body of St Mary's School:

Designation	Name of Governor
Chairperson	Cllr P Grice
Vice Chairperson	Mrs V Kumi
Foundation Governors	Fr Pius Augustine Mr G W Rees Mrs R Lawrence Mr A Howells Mrs M Glowczyk Mrs P Scott
Community Representatives	Dr M Thomas
Parent Governor	Mrs B Davies
Staff Governor	
Teacher Governor	
Acting Head Teacher	Mrs Hannah Corcoran

Safeguarding Governor: Mrs Pippa Scott
RE link Governor: Fr Pius Augustine

Our Aims

St Mary's School enjoys a very positive, friendly and welcoming Christian ethos. We are fortunate to have an excellent team of committed staff who meet regularly to allow the school continued development and improvement.

At St Mary's School we aim to:

- Maintain sound Christian values and a sense of Christian community in the children through the teachings and practice of the Roman Catholic faith.
- Provide a caring, secure, happy atmosphere in which each individual's progress, development and wellbeing is of utmost importance
- Deliver and provide a high-quality, relevant, exciting and challenging curriculum that promotes an enthusiasm for learning
- Understand our children's emotional needs and ensure a high level of provision for emotional wellbeing
- Develop spiritual and multi-cultural awareness, which will be reflected in the children's attitudes, tolerance and behaviour
- Establish an environment within which teaching and support staff, governors, advisors, parents, future parents and friends of the school can work with each other

At St Mary's School we aim for pupils to:

- Read, write and speak effectively and successfully
- Develop independence and a positive attitude to their learning
- Use mathematical skills and ideas in everyday situations and learning
- Develop creativity, critical thinking, curiosity and problem solving skills
- Have good manners and courtesy for others
- Develop an understanding of Welsh heritage, culture, traditions and language
- Embrace new ideas and accept differences with understanding and respect
- Be aware of the fragility of the our planet and the importance of living in a more sustainable way and how each person in society can 'make a difference'
- Live a healthy and physical lifestyle and understand the importance of healthy living
- Gain and discover the necessary skills in using ICT for communicating, embracing new technologies to benefit their own learning
- Persevere and take pride in all that they do in school and as part of the wider community
- Identify, recognise and achieve their own attainable goals and to take pride in their achievements
- Cooperate and collaborate with others through developing teamwork skills
- Develop resilience and perseverance
- Be able to make informed decisions and gain an awareness of how to be responsible and honest
- Believe in themselves, have confidence and good self-esteem

School Organisation

St Mary's is a small school which has three mixed year group classes:

- Nursery, Reception and Year 1
- Years 2, 3 and 4
- Years 5 and 6

Teachers are experienced in catering for the different year groups in their class and in planning activities which enable all pupils to reach their potential.

School Hours

On starting school, Nursery pupils attend afternoon sessions for one term and morning sessions for one term, before attending full time in their third term. Pupils are asked to begin having school lunch prior to attending full time so that they are fully prepared for attending a full school day

Nursery part time pupils:

AM session: 9.00 – 11.45

PM session: 1.30 – 3.20

Full time Nursery pupils, Reception and Year 1:

Start: 9.00am

Break: 10.45 – 11.00am

Lunch: 11.50am – 1.00pm

Finish: 3.20pm

Year 2, 3 and 4 class:

Start: 9.00am

Break: 10.45 – 11.00am

Lunch: 12.00 – 1.00pm

Break: 2.20 – 2.30pm

Finish: 3.30pm

Year 5 and 6 class:

Start: 9.00am

Break: 10.45 – 11.00am

Lunch: 12.10 – 1.00pm

Break: 2.20 – 2.30pm

Finish: 3.30pm

Morning registration takes place from 9.00am to 9.05am, and 1.20 – 1.25pm in the afternoon. Parents are asked to ensure that children are punctual as late arrivals disrupt the school day.

What are the procedures for admission to St Mary's School?

The Governing Body of St. Mary's School is its Admissions Authority. A detailed policy is available from the Head Teacher upon request.

You are required to apply to Carmarthenshire County Council for all school places using the online address:

www.carmarthenshire.gov.wales/home/council-services/education-schools/school-admissions-changing-schools/#.W_wGrTj7Ssp

If you do not have access to a computer, please contact the school for assistance.

Children are admitted into the Nursery, on a part-time basis, at the commencement of the term following their third birthday. If you wish to visit the school, please contact us by phone or email to make an appointment.

What if my child is absent from school?

If your child is absent from school due to illness etc. please telephone the school early in the morning of the first day of absence to inform us. You will receive a phone call from us if we have not heard from you by 9.30am on the first day of absence. This is done in the interest of child safety. Please also follow up all absences of your child with a note.

Poor attendance, whatever the reason for it, affects your child's progress at school. Holiday absence during term time is discouraged and we do not authorise holidays taken unless there are exceptional circumstances.

Does St Mary's School have a Breakfast Club?

Yes! We have a Breakfast Club which runs from 8.00am-8.45am every day. The children are fully supervised and are provided with a simple and healthy breakfast e.g. toast, fruit juice etc. There is no charge for the Breakfast Club as it is funded by the Welsh Assembly Government. You will need to register. Registration forms are available from the Head Teacher.

How do I arrange for my child to have school dinners?

School meals are cooked at the school; they are nutritious, healthy and are of excellent quality. Lunches are served in the hall and children who choose to bring packed lunch eat there also. If your child does wish to bring a packed lunch, we ask parents to ensure that they are healthy lunches in line with our 'Healthy Schools' philosophy. We strongly recommend no sweets or chocolates.

Drinks should be kept in a non-breakable sealed container.

Free meals are provided where parental income falls within the scale laid down by the Authority. It is the parents' responsibility to apply for these. Application forms are available from the school. Please let us know in strict confidence.

What is the school's policy for charging for school trips etc.?

The school has a charging and remissions policy which is available at the school. Parents are asked for voluntary contributions towards day trips, visits or visitors to the school.

School Ethos

St Mary's School enjoys a happy, safe, friendly, family ethos where mutual respect exists at all levels, staff to staff, children to staff and staff to children. The following areas contribute to such a positive school ethos:

1. Religious Education and Collective Worship

St. Mary's Carmarthen is a Voluntary Aided Catholic Primary School where the Catholic ethos permeates, enriches and supports all aspects of the school community. There is a specific Religious Education programme, 'Come and See', in use within the school which encourages Christian development. Attendance and participation at Mass, school assemblies, reconciliation services, meditation and prayer, all form an integral part of school life.

Prayer and Collective Worship

Prayer is central to the life of the school, with pupils and staff leading and taking part in daily collective worship, as well as being part of their RE topics.

The school has two prayer areas, which can be used by pupils during the day for quiet prayer, and focus areas for RE in each class room.

Mass is celebrated in the Church or school on special occasions and Holy Days of Obligation. Individual classes attend Mass on a three weekly basis, with whole school Mass celebrated once a month. Pupils read the Old and New Testament readings, choose hymns, take part in the offertory and compose and read the bidding prayers. Pupils are also given the opportunity to become altar servers. We invite the parish to celebrate mass with us when it is held in school.

First Holy Communion

Children in Year 3 are given the opportunity to make their First Reconciliation and First Holy Communion - children attend classes which are held in and run by the school for the Parish in order to prepare for this important step in their spiritual life.

Reconciliation

Opportunities for the sacrament of reconciliation are made during Advent and Lent, as well as each half term when our parish priest visits the school.

Other links with the Parish

We are part of St Mary's Parish community, and are extremely lucky to have our Parish Church on our doorstep! The children are able to visit the church regularly as part of their RE topics and to become familiar with it.

We work with the Parish to hold regular 'Family Masses' during which our pupils take a special part and we invite members of the parish into the school.

Our Foundation Governors are all active members of St Mary's Parish and the Head Teacher is a member of the Parish Council. This helps to make sure we work together towards a common goal.

2. Good Behaviour and Discipline

St Mary's School has a very positive behaviour culture. We are very proud of the excellent behaviour of our children who are frequently praised by visitors and when visiting other places for their beautiful manners and general behaviour. The school has a behaviour policy which was written with the support of the pupils at the school.

At times, we do need to speak to parents about behaviour at school. The aim of this is that home and school will work together to resolve any issues to the benefit of the pupils involved.

School discipline is the responsibility of the Head Teacher supported by all staff.

3. Reward Systems

The children of St Mary's School each belong to one of three houses. On special events, e.g. Sports Day, the children compete for points for their team or houses. The pupils also collect points for their houses throughout the year, which are tallied up in our weekly achievement assembly.

A pupil from each class is selected at the 'Seren yr Wythnos' or Star of the Week and is presented with their certificate in our weekly Achievers assembly.

4. Pupil Voice

The pupils are encouraged to take ownership of their lives in school in a range of ways and we call this "pupil voice". All pupils from Nursery to Year 6 are given opportunities to influence what happens in school in a range of ways including what they learn, how they learn, school events, school policies and how fundraising is spent.

They also support the school in the following ways:

- Year 6 pupils are prefects and take on a range of responsibilities.
- A school council is elected each year with representatives from across the school
- An eco-committee is formed to support the whole school in being aware of the need to look after our world.
- Two sports ambassadors are selected annually to promote sport and fitness activities.
- The Criw Cymraeg promotes the use of the Welsh Language around the school
- Digital Leaders support pupils across the school in the use of ICT

5. Uniform

St Mary's School uniform consists of white polo shirts, royal blue sweatshirts, royal blue fleece jackets and grey or black trousers/skirts/shorts. During the summer months, blue gingham dresses are also part of school uniform. Suitable footwear must be worn at all times i.e. no flip flops/sandals

Polo shirts, sweatshirts and fleeces with the school logo are available from Clair Adams Schoolwear, in Blue Street, Carmarthen.

Occasionally, children lose or misplace articles of clothing. Please do help us by marking all garments, P.E. kits, shoes etc. with your child's name.

Section B – Health, Safety and School Security

Parking and Road Safety

- Please park safely and appropriately if you wish to come into school for any reason. Parking along the wire fencing and on the zigzag lines severely restricts two way traffic, restricts visibility and causes jams.
- We are extremely fortunate to have use of the parish church car park, which is used not only by the school, but also by users of the Parish Centre. Please be mindful of the need to use the car park sensibly i.e. **do not use the disabled spaces or park in front of the Church doors.**

School Security

During the school day the following security measures are in place:

- All doors to the school are locked and visitors must use the main entrance. A Reception Area is to be found at the front entrance where visitors are requested to sign the 'Visitors' Book' and to wear a visitors' badge for the duration of their visit.
- All school staff wear ID badges with their name and photograph clearly displayed.
- All outside gates are closed during the school day to ensure that the school site is secure so that unwelcome visitors are prevented from entering as well as children being unable to get out and wander off. Please support the school in closing both school gates behind you as you enter/leave the school site.
- The double gates on to the yard are locked during the school day, with access only at prearranged times

The school Health and Safety Policy and School Security Policy is available at the school.

Safeguarding

St Mary's RC Primary School is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. This means that we have a Child Protection Policy and procedures in place. Parents and carers are welcome to read the Policy on request or on our website.

Sometimes we may need to share information and work in partnership with other agencies when there are concerns about a child's welfare. We will ensure that our concerns about our pupils are discussed with his/her parents/carers first unless we have reason to believe that such a move would be contrary to the child's welfare.

Child Protection Officer for the school:
Child Protection Governor:

Hannah Corcoran (Acting Head Teacher)
Mrs Pippa Scott (Chair of Governors)

Health Matters

We can administer prescribed medicines when necessary but relevant consent forms must be filled in which are available from the office and on the school website. Children are not allowed to keep medicines during the day, all medicines are stored safely.

If a child becomes unwell during the school day, one of our qualified first aiders will assess the child to decide whether they should be sent home, in which case parents/guardians will be contacted to come to school to collect the child.

Children showing symptoms of sickness should be kept at home. It is also unwise to send your child back to school too soon after illness (children should not return to school less than 48 hours after a bout of diarrhoea or vomiting). If the child's illness is infectious, please inform the school immediately.

Medical Information

Please ensure that the school is informed about any medical condition known to you that is likely to affect your child's education. It is important that all staff are aware of conditions which may affect children in the classroom and during the school day. Where appropriate the school will make an individual care plan with you.

At various stages throughout the school, the children will receive medical examinations including eyesight and hearing tests by the school nurse.

The School Health Authority notifies parents if follow up treatment is recommended and they may be present if they wish.

The School Nurse visits St Mary's School regularly to carry out medical checks and is responsible for pupils once they are in Reception. You are able to request an appointment with the School Nurse who is able to advise on any health matters you may be worried about.

Pastoral Care

Our approach to pastoral care is built upon our belief that every pupil is a child of God and is part of our school community. The Head Teacher has the overall responsibility for the school.

Members of staff with appropriate First Aid training deal with minor incidents, cuts and abrasions. If a child becomes ill or has an accident in school, we often need to contact parents. For this reason we ask you to ensure that we have up to date home and emergency telephone numbers. In the event of a serious problem, medical assistance and treatment will be sought from a doctor or local hospital. We will make every effort to inform parents immediately.

A member of staff is on duty fifteen minutes before the commencement of the school day. During break times, members of staff are on playground duty and the children are supervised in their classrooms if the weather is inclement. During the lunch period, the Lunchtime Supervisors carry out supervision.

Section C – The Curriculum

The National Curriculum

All pupils at St Mary's benefit from skills based teaching using the Foundation Phase Framework for Children and the National Curriculum as our basis. As a Catholic school, RE is a core subject and makes up 10% of our curriculum time using the national scheme 'Come and See'.

Long term planning has been devised by staff to ensure that pupils receive a broad, balance, relevant and creative curriculum and is used to deliver the four key purposes of:

- Ambitious capable learners who are ready to learn throughout their lives
- Enterprising, creative contributors who are ready to play a full part in life and work
- Ethical, informed citizens who are ready to be citizens of Wales and the world
- Healthy, confident individuals who are ready to live fulfilling lives as valued members of society

Pupils in the Foundation Phase (Nursery to Year 2) learn through seven areas of learning: Personal and Social Development, Well-being and Cultural Diversity; Language, Literacy and Communication; Mathematical Development; Welsh Language Development; Knowledge and Understanding of the World; Physical Development and Creative Development

The Key Stage 2 (Years 3 – 6) curriculum teaches pupils skills and knowledge in PSE, English, Mathematics, Science, ICT, Welsh as a Second Language, Geography, History, Design technology, Art and Design, Music and PE.

All pupils are given opportunities to develop the skills of literacy, numeracy and digital competence across the curriculum using the relevant frameworks for learning.

The Welsh Language

St Mary's is a Category EM (English Medium) school according to the language policy of Carmarthenshire County Council. This means that Welsh is taught as a second language through speaking, reading and writing, although occasionally a child attends school who can speak Welsh fluently. It is our aim that on leaving St Mary's School pupils will have greatly developed their Welsh speaking, reading and writing skills and have achieved a good standard of bilingualism.

Incidental Welsh is regularly used in many of the everyday instructions and commands by the staff e.g. during assemblies, registration, the school tuck shop etc. We have a Bilingual policy and we make every effort to offer the children a bilingual experience at St Mary's School.

The school is part of the 'Siarter Iaith' and is working towards the Bronze award. We are supported in developing Welsh by our 'Athrawes Bro'

There is also a strong emphasis on the '*Curriculum Cymreig*' syllabus in the school where subjects such as Art, Geography and History are taught with a particular focus on Wales and the Welsh dimension and Welsh culture and pride is fostered.

Physical Education

St Mary's School knows the value of healthy bodies. Therefore, we put great importance on the PE curriculum. Your child will experience a full range of physical activities including gymnastics, dance and games in weekly PE sessions.

The school takes part in 'The Daily Mile' each day to promote health, fitness and well-being to our pupils and get them ready for the learning day.

The pupils benefit from a sport after-school club and also take part in a range of sport opportunities throughout the year by Actif Sir Gar. These include sports skills sessions in tennis, athletics, rugby etc.

We also take part in local and county wide competitions outside of school hours.

Pupils in the junior classes receive swimming lessons at Carmarthen Swimming Pool as part of the National Curriculum.

Sex Education

Sex Education is built into our Personal and Social Education policy and scheme of work. The subject is taught respectfully and sensitively. Our attitude at school is that a child's awareness of sex education is a natural and gradual development and provision is made for this developing awareness within the context of our everyday teaching.

The school nurse visits annually in the Summer Term to speak to Year Five girls and all Year Six children and show the video 'Growing Up' as part of a series of sex education lessons. Parents are offered the chance to view the video and scheme of work prior to the teaching and they have the option of withdrawing their child from this programme.

Equal Opportunities

Our school aims to give **ALL** pupils the same curricular and extra-curricular opportunities whenever possible. The school's guidelines are clearly laid down in our Disability Equality Scheme and Access Plan. The school has been adapted to enable wheelchair access. We have an Equal Opportunities and Inclusions policy and ensure that all our procedures follow the guidance in this policy.

Incidents of a racist nature are extremely rare. Any issue of racial harassment is dealt with in the school's general discipline policy and is reported to the Governing Body.

Pupils with Disabilities

Pupils who are disabled are subject to the same admission arrangements as other pupils and have access, where appropriate, to the same curriculum provision. The school has disabled access to both buildings of the school and provides adaptive opportunities where a disability requires this i.e. in PE lessons.

Arrangements for Religious Education

RE is a compulsory element within the curriculum and is taught in accordance with the agreed syllabus which is laid down by the Menevia Diocese. The opening clauses of the 1988 Education Act require that the school Catholic curriculum must promote 'the spiritual, moral, cultural, mental and physical development of pupils' in preparation for the opportunities, responsibilities and experiences of adult life. Clearly, by its very nature, RE has a significant contribution to make towards the attainment of these purposes since it is essentially concerned with the process of exploring the religious understanding of human life and the value systems that societies seek to establish.

In following the Catholic Bishops of England and Wales National Project for Catechesis and Evangelisation for Primary schools – the 'Come and See' programme – the school fully meets the requirements of the Catholic Church regarding Religious Education. The programme teaches pupils about their faith through the themes of Church, the sacraments and Christian living.

You can see the topics and themes covered in more detail on the school website.

Extra-Curricular Activities

Sport and Games

St Mary's School participates in County Cross Country Competitions which are held twice a year, as well as athletics competitions. There is also an after school sports club. The aim is for pupils to participate competitively with particular emphasis on enjoyment, sportsmanship and being part of a team.

Residential Visits

The Year 5 and 6 pupils undertake a five-day residential visit every other year to Pendine outdoor centre, Llangrannog, or the Urdd centre in Cardiff where they enjoy a range of outdoor pursuits and team building activities.

Extra-Curricular Clubs

Teachers organise after school clubs during the school year for Key Stage 2 pupils which include sports, creative activities, digital club, and wellbeing club. These are well supported and enable the children to experience a greater range of activities.

Music

- The school provides opportunities for pupils to learn the violin for a small charge each week
- Pupils are also able to learn the recorder

Trips and Visits

Pupils take part in a range of trips and visits each year which enhance their topic and thematic learning. We make good use of our proximity to the town of Carmarthen and local facilities such as the park and river for local studies. We are also able to make use of Trinity St. David's and the Art College as we are within walking distance.

Arrangements for pupils with Additional Learning Needs

The school has a policy for Additional Learning Needs, which is in line with the National Code of Practice 1994 & 2002. A child has additional learning needs when she or he finds it significantly more challenging to learn than other children of a similar age. He or she may have difficulties which are of a physical nature, connected with sight, hearing or speech, emotional or behaviour difficulties or specific learning difficulties related to aspects of language and/or mathematics.

The school's policy and practice aims to help our pupils with special needs and to identify individual learning difficulties, with emphasis on early intervention and a flexible structure to provide support once the child has been identified. Children recorded on the Additional Learning Needs register are grouped either as School Action or School Action Plus pupils, School Action Plus pupils requiring the greater level of support.

Children recognised as having difficulties are assessed by the Additional Learning Needs Co-ordinator and/or external agencies e.g. the Educational Psychologist, Pupil Support Service, Speech and Language Therapist, if deemed necessary to allow us to develop their specific learning programme.

Some pupils requiring a significant level of support will be recommended to be put forward for a Statement of Education Need. This requires the L.E.A. to make decisions about the child's educational needs regarding the allocation of funding to provide extra resources or personnel. A statement provided by the L.E.A. will set out the special help the child should have. At all stages of assessment of educational needs, parents are involved and their views sought.

Informing Parents

Parents are kept fully informed at every stage of the process. We hold special needs review consultations with parents twice yearly, where parents are invited to discuss the progress of their child and to work towards setting targets for the further development of the child.

Secondary School Links

After completing the Primary Phase, it is usual for our children to transfer to either St John Lloyd R.C. Comprehensive School in Llanelli or to Queen Elizabeth High School, Carmarthen. There are very good links between the schools and a number of transition events are arranged to make the experience as smooth as possible for the children.

Pupils have the opportunity of attending 'taster days' and 'Buddy Trips'. Our children will be able to familiarise themselves with the layout of both schools, whilst enjoying a range of activities and meeting staff. Pupils in Year 4 also visit St John Lloyd as part of our work with them in our Family of Schools

We keep you informed of open evenings for parents so that you are able to visit the school with your child to make an informed decision in this important next step for their education

Section D – Parents in Partnership

The relationship we have with parents is very important to the success of the school. We are blessed to be part of a very close community with extremely helpful and supportive parents. Our aim is a successful home/school relationship between staff, pupils and parents. It is important to know that parents are genuinely welcome to contact the Head Teacher when there is any matter, however trivial, which is causing you concern.

Parent Teacher Association

The school is fortunate to have a hugely committed P.T.A. Members have worked tremendously hard for the school's cause and continue to do so through many fundraising activities and provide fun activities which the children support and enjoy immensely.

We encourage all parents to get involved with the P.T.A., which meets regularly and organises fundraising events. Elections for the P.T.A. are held annually at the A.G.M., held in the Autumn Term. Committee meetings are usually held once a term and a PTA event is usually held at least once per term.

All parents are members of the PTA and are very welcome to meetings, events etc.

Please let us know if you would like to get involved. We are always looking for new members.

Communicating with Parents

Regular newsletters are posted on our school website to keep parents informed of all developments, events and matters of concern. In addition we have a Twitter account which is regularly updated and can be accessed from the homepage on our website.

Parent – Teacher Consultations

Consultations between parents and teacher are organised in the Autumn Term in the form of an open evening, when all matters relating to your child's progress may be discussed.

Formal written reports for all children are given out to parents towards the end of the summer term and parents have the opportunity to discuss these with the class teacher if they wish.

Parent Programmes

At St Mary's, we offer the opportunity for parents to take part in short parent learning courses covering a range of topics with a focus on literacy and numeracy, and how you can best support your child at home.

These are run at different times during the year in response to parent demand.

How can I support my child's education at home?

Actively encourage your child to read both to her/himself and with you; to borrow books from the Library; to buy books; to look after books and to ask you to explain words they do not understand. It is very important to establish a 'story time' every night before bedtime where you help your child to foster a love for reading and books. Teaching your child nursery rhymes and simple songs all helps to develop their love of language.

Create opportunities for writing; letters to friends and relatives; stories and accounts of things they have done and encourage them to bring them to school.

Encourage your child to ask questions and show them where to find the answers in books or by using the internet.

Help with number work by playing games; let them help you with measuring, weighing, shopping etc.

Allow them to draw, paint, and model at home (despite the mess!).

Most important show a real interest in all that they do. Praise their efforts rather than pointing out what they cannot do.

Please ask us if you need any further ideas of ways you can encourage your child's learning at home.

If you are worried about your child or have a concern

From time to time, children may have a problem or issue at school. If you think your child is experiencing any kind of difficulty, or you have concerns about aspects of school life then please speak to your child's class teacher – or the Head Teacher – in the first instance.

At St Mary's we are proud to build good relationships with parents and the sooner any concerns are brought to our attention, the sooner we are able to act to improve things. All worries/concerns are treated sensitively and confidentially. Sometimes your child may not wish you to contact the school about a problem however; we still advise that you do so.

If you would like you may see the teacher or Head Teacher without your child being aware that you have come into school. Everything is done confidentially and in the best interests of the child.

Information about how to make a complaint

Any parents, or other concerned person, who may have a complaint should first discuss their concern with the appropriate staff member or the Head Teacher as Complaints officer in order to look at ways to reach a resolution.

Should the matter not be resolved, the complainant may be asked to put their issue in writing in line with the school's complaints policy.

The school's Complaints policy is available from school and is posted on the school website

Section E – School Data and Information

Attendance

**Attendance % from 1st September 2018 – 31st August 2019
compulsory school age children.**

Term	Attendance	Authorised absence	Unauthorised absence
Autumn	92.9%	4.6%	2.5%
Spring	94.1%	4.6%	1.4%
Summer	93.7%	5.1%	1.2%
Academic Year	93.5%	4.8%	1.7%

School Terms and INSET days

Term	Term Begins	Half Term		Term Ends
		Begins	Ends	
Autumn 2019	Tuesday 3 rd September	Monday 28 th October	Friday 1 st November	Friday 20 th December
Spring 2020	Monday 6 th January	Friday 14 th February	Monday 24 th February	Friday 3 rd April
Summer 2020	Tuesday 21 st April	Monday 25 th May	Friday 29 th May	Monday 20 th July
Designated INSET days: Monday 2nd September, Monday 20th April				
INSET days taken by the school: Friday 25th October, Monday 6th January, Friday 17th July, Monday 20th July				

N.B. Good Friday – Friday 10th April

May Day – Friday 8th May (Changes due to VE day)

National Curriculum Assessment and Comparative Data

Foundation Phase Outcomes 2019 (Year 2 Pupils)

		N	D	W	Z	S	G	1	2	3	4	5	6	A
Personal and social development, well-being and cultural diversity	2019	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	8.3	8.3	41.7	41.7	0.0
	2018	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	33.3	66.7	0.0	0.0
Language, literacy and communication skills (in Welsh)	2019	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	2018	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Language, literacy and communication skills (in English)	2019	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	33.3	66.7	0.0	0.0
	2018	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	33.3	0.0	66.7	0.0	0.0
Mathematical development	2019	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	8.3	91.7	0.0	0.0
	2018	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	33.3	33.3	33.3	0.0	0.0

FPI **

School	66.7
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Notes

N: Not awarded a level for reasons other than disapplication.

D: Disapplied under section 364 or 365 of the Education Act 1996, now effected through sections 113-116 of the Education Act 2002.

W: Currently working towards Foundation Phase Outcome 1.

A: Performance Above Foundation Phase Outcome 6.

- : Not exactly zero, but less than 0.05

* : Cohort is less than five or cannot be given for reasons of confidentiality

** : Achieved the expected outcome in each of "Language, literacy and communication skills (in Welsh)" or "Language, literacy and communication skills (in English)", "Mathematical development" and "Personal and social development, well-being and cultural diversity" in combination.

Key Stage 2 Levels 2019 (Year 6 Pupils)

		N	D	NCO1	NCO2	NCO3	1	2	3	4	5	6+	4+
English	2019	0.0	0.0	0.0	0.0	0.0	0.0	14.3	14.3	42.9	28.6	0.0	71.4
	2018	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	57.1	42.9	0.0	100.0
Oracy	2019	0.0	0.0	0.0	0.0	0.0	0.0	0.0	28.6	71.4	0.0	0.0	71.4
	2018	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	57.1	42.9	0.0	100.0
Reading	2019	0.0	0.0	0.0	0.0	0.0	0.0	14.3	14.3	28.6	42.9	0.0	71.4
	2018	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	42.9	57.1	0.0	100.0
Writing	2019	0.0	0.0	0.0	0.0	0.0	0.0	28.6	14.3	28.6	28.6	0.0	57.1
	2018	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	57.1	42.9	0.0	100.0
Mathematics	2019	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	57.1	42.9	0.0	100.0
	2018	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	28.6	71.4	0.0	100.0
Science	2019	0.0	0.0	0.0	0.0	0.0	0.0	0.0	28.6	57.1	14.3	0.0	71.4
	2018	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	57.1	42.9	0.0	100.0
Welsh Second Language	2019	0.0	0.0	0.0	0.0	0.0	0.0	28.6	14.3	28.6	28.6	0.0	57.1
	2018	0.0	0.0	0.0	0.0	0.0	14.3	0.0	14.3	71.4	0.0	0.0	71.4

Core Subject Indicator **

School	57.1
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Notes:

N: Not awarded a level for reasons other than disapplication

D: Disapplied under section 364 or 365 of the Education Act 1996, now effected through sections 113-116 of the Education Act 2002

NCO1: National Curriculum Outcome 1

NCO2: National Curriculum Outcome 2

NCO3 : National Curriculum Outcome 3

(NB NCO1, NCO2 & NCO3 have replaced Level W in previous years)

- : Not exactly zero, but less than 0.05

* : Cohort is less than five or cannot be given for reasons of confidentiality

** : Achieved the expected level in each of Welsh First language or English, Mathematics and Science in Combination