



# School Prospectus



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# Our Mission Statement

We want the best teaching, the best opportunities and the best support and encouragement for every child. We are a friendly, happy, Catholic school, where everyone is valued for their individuality and special gifts.

## Our Motto

Our Light Shines Always

## British Values

Our Lady and St Anne's is a Catholic school with a very diverse community and we try to follow Jesus in what we say and what we do. We provide a broad and balanced Catholic curriculum, recognising that everyone is unique and is created in the image of God (Gen 1:27). Our curriculum is designed to enable every child to reach their potential and contribute to society. We provide a wide range of extra-curricular activities and strong pastoral support. We incorporate democratic principles, value the rule of law, support individual liberty and foster a community in which different faiths and beliefs are respected.

## History of the School

Our school was originally located where Science Central is currently being developed. It was established in 1855 by Sisters of Mercy to provide education 'for the poor of the parish' who included the growing number of Irish immigrants seeking work in the heavy industries along the banks of the Tyne.

In the 1980's the school roll fell to 45 and a closure order was placed on it but the parents successfully challenged the order and it remained open. By this time, the school was surrounded by brewery buildings including Scottish and Newcastle Breweries. Consequently, they bought the site of the derelict St Anne's Convent First School in Summerhill Terrace and did a deal with the diocese to swap premises. Hence in 1989, the old school became 'St Mary's Business and Enterprise Centre' and the school moved to the old St Anne's building.

Governors decided to recognise both schools, St Mary's School and St Anne's Convent First school, by giving it its current name of 'Our Lady and St Anne's RC Primary School'.

# Staff

Our committed and caring staff provide your children with a balanced education that prepares each individual for the opportunities, responsibilities and experiences of adult life.

## Senior Leadership Team



Mr O'Brien  
Headteacher



Mrs Beasley  
Assistant Head  
Early Years &  
KS1 Leader



Mrs Baker  
Assistant Head  
KS2 Leader



Mrs Henzell  
Curriculum and  
ITT Leader



Mrs Clennell  
Business Manager

## Administration Team



Mrs Clennell  
Business Manager



Mrs McNulty  
Administrative  
Assistant



Mr Taylor  
Site  
Supervisor



Mrs Linda Lashley

## Parent Support

## Early Years Team



Mrs Milligan  
Nursery  
Class Teacher



Mrs Higgins  
Nursery  
Teaching Assistant



Mrs Curry  
Nursery  
Nursery Nurse



Miss McAnespie  
Nursery  
Teaching Assistant



Miss Justice  
Reception  
Class Teacher



Ms Khanom  
Reception  
Nursery Nurse



Miss Mackell  
Reception  
Teaching Assistant

## Key Stage 1



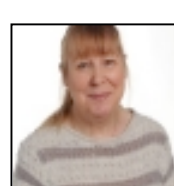
Mrs Beasley  
Year 1  
Class Teacher



Mrs Stevens  
Year 1  
Teaching Assistant



Miss Eagle  
Year 2  
Class Teacher



Mrs Murray  
Year 2  
Teaching Assistant



# Staff

## Lower Key Stage Two Team



Miss Hodgson  
Year 3  
Class Teacher



Miss Compton  
Year 3  
Teaching Assistant



Mrs Baker  
Year 4  
Class Teacher



Mrs Hall-Murray  
Year 4  
Teaching Assistant

## Upper Key Stage Two Team



Miss Limer  
Year 5  
Class Teacher



Mrs Rayaz  
Year 5  
Teaching Assistant



Mrs Pickering  
Year 6  
Class Teacher



Miss Dalahunty  
Year 6  
Teaching Assistant

## Special Education Needs Team



Miss Limer  
Special Education  
Needs Coordinator



Mrs Donnelly  
Special Education  
Needs Assistant



Ms Kaur  
Special Education  
Needs Assistant

## Higher Level Teaching Assistants



Miss Elliott  
HLTA



Mr Marshall  
HLTA



Miss Thompson  
EAL  
Coordinator/HLTA

## Lunchtime Team



Mrs Baptiste  
Cook in Charge



Mrs Francis  
Lunchtime  
Supervisor



Mrs Gregg  
Lunchtime  
Supervisor



Mrs Iqbal  
Lunchtime  
Supervisor



Miss Farrier  
Lunchtime  
Supervisor



Miss Moor  
Lunchtime  
Supervisor

# Governing Body

The governing body has a general responsibility for the running of the school with a view to promoting high standards of educational achievement. Our responsibilities include, but are not limited to:

- Ensuring that the school provides a Catholic setting in which children can grow in knowledge, skills, attitudes and values;
- Monitoring pupils' attainment and progress;
- Overseeing the School's finances;
- Making sure the curriculum meets the needs of our children;
- Taking general responsibility for the conduct of the school, including discipline and attendance;
- Appointing staff and reviewing Headteacher performance;
- Admissions to the school.

Our Lady & St. Anne's Primary School is a voluntary aided school providing Our Lady and St Anne's is a Catholic school with a very diverse community and we try to follow Jesus in what we say and what we do. We provide a broad and balanced Catholic curriculum, recognising that everyone is unique and is created in the image of God (Gen 1:27). Our curriculum is designed to enable every child to reach their potential and contribute to society. We provide a wide range of extra-curricular activities and strong pastoral support. We incorporate democratic principles, value the rule of law, support individual liberty and foster a community in which different faiths and beliefs are respected.

## Chair of Governors



Mrs C Baker

## Vice Chair



Ms Stubbs

## Foundation Governors



Father Martin



Sister Bell



Mrs Castillo



Cousellor Ali

## Parent Governors



Mrs Robson



Mrs Vincent



Mr Stolliday

## Teacher Governor



Mrs Hall-Murray



# Following Gospel Values

We expect all adults to be treated with respect and that children obey all adults in school without questioning them or answering back. Likewise, we encourage children to show each other respect. Thus, in keeping with our declared ethos, bad language, name-calling, fighting and retaliation will not be tolerated. If problems occur, pupils should inform the nearest adult who will endeavour to help them to solve the problem.

## Assemblies, Liturgies, Prayer and Worship

As a Roman Catholic School, we regularly give opportunities for worship and prayer to all children. Religious Education is predominantly based on the beliefs of the Catholic faith, but it speaks of respect and tolerance for all faiths. The issue of many faiths in one school is approached in a very sensitive manner where children are not made to feel uncomfortable.

## Sacraments

In the course of their schooling, Catholic children will be prepared for the Sacraments of the Eucharist and Reconciliation.

Children are prepared for First Holy Communion and the Sacrament of Reconciliation between the ages of seven and eleven. **Catechists from the Cathedral lead this preparation.** We closely involve parents in the process of preparation for the Sacraments.

## Links to St Mary's R.C. Cathedral

The Cathedral Church of St. Mary's supports Our Lady & St. Anne's School. The Church supports the school financially and the school aims to support the Cathedral whenever possible.

Father Martin is our designated Chaplain and leads Masses and other Liturgical events in school. Our aim is to foster strong links between the school and the parish whenever possible.

We cannot hope to achieve our aims without the full support and cooperation of parents. We therefore ask parents to support us by ensuring reading and other homework tasks are completed at home, that the uniform is worn by children at all times and that standards of discipline and sanctions are reinforced at home.

<http://www.stmaryscathedral.org.uk>

## Curriculum

Our school curriculum is tailored to the needs of every child. It is based upon the statutory National Curriculum and we teach the children the skills required to access learning throughout life. We believe in a creative curriculum, which is designed to follow the interests of the children.

## Come and See

All children are taught Religious Education from the 'Come And See' programme of study, which is the national Roman Catholic scheme of work. This includes study elements of other faiths.

## Mathematics

We deliver our mathematics using a scheme of work called 'Maths Makes Sense'. This is a consistent, whole-school approach to teaching maths, with high expectations for all, in line with the aims of the new National Curriculum.

## English

Children commence the school day with 30 minutes of 'Read, Write, Inc,' a phonics initiative aimed at raising standards in literacy. Pupils move between groups depending on their literacy needs. This effective scheme stretches the very able child as well as enabling children who require more support to make huge improvements.

Children are presented with a wide and varied English curriculum. Children experience a wide variety of reading material at appropriate levels of complexity and interest, so that they become competent, enthusiastic and fluent readers. We are very proud of our school library because of its size and breadth. We actively involve the children in literature with regular visits from celebrated authors and storytellers as well as trips out to the local libraries. The school has a tradition of celebrating World Book Day on the first Thursday in March. The whole school community dresses up as a character from a book.



# Curriculum

At Our Lady and St Anne's we ensure all children receive high quality education across the curriculum.

## Our Early Years Philosophy

Our aim is to give your child a happy and secure start to their school career, building the skills needed for the foundations of life long learning. We believe in play based learning following the children's interests and begin with what they know in order to develop them further. We encourage children to be curious and provide them with the experiences needed to explore and understand things. We aim to develop your child to have a love of learning and to become resilient people so they can achieve their highest potential.

## The Early Years Curriculum

Children follow a curriculum based on the Early Learning Goals which develop the children's skills and knowledge and prepares them for the more formal stages of learning in Key Stage 1.

The prime areas consist of Personal, Social and Emotional Development, Physical Development and Communication and Language. These areas are fundamental throughout the Early Years and are the key to a good start for all children. The prime areas begin to develop quickly in response to relationships and experiences. Once prime areas are developed, children are then able to learn through specific areas of Literacy, Mathematics, Understanding the World, and Expressive Arts and Design. Specific areas include essential skills and knowledge for children to participate successfully in society.

We provide a learning environment which allows children to progress across all areas of the curriculum. Children have access to indoor and outdoor spaces and are able to learn according to their individual needs. Adults build strong relationships with the children and guide their learning through their play. Adult led activities are used alongside to teach skills when necessary using a mix of individual, group and whole class teaching. As the children progress through the Early Years, more structure and adult led teaching will occur in order to prepare them for the transition into Year 1.

# Key Stage 1 & Key Stage 2 Curriculum

## Our Creative Curriculum

We have created a stimulating Creative Curriculum, which is centered around our interests, following the National Curriculum requirements.

<http://www.ourlady.newcastle.sch.uk/site/22009-curriculum>

## Religious Education

Using the Come and See programme, we develop the children spiritually to understand the Gospel values. This scheme helps children to explore their own emotions, stories from scripture and make links between the two. It develops their understanding of the sacraments in the Catholic faith. We celebrate each topic with a liturgy prepared and led by the children. Children are also provided with the opportunity to find out about other faiths.

## Journey in Love

We deliver a whole school programme, 'A Journey in Love' from Nursery to Year 6. This is delivered in the final four weeks of each summer term and is fully endorsed by the Governors and the Diocese.

## Mathematics

Maths Makes Sense is a consistent, whole-school approach to teaching maths, with high expectations for all. Children develop their mathematical understanding through actions and vocabulary, which progresses children in their fluency, reasoning and problem-solving skills.

## English

We teach pupils to speak, read and write fluently to develop their communication skills. High standards of language and literacy skills are promoted by equipping pupils with a strong command of the spoken and written word, whilst developing their love of literature through reading and writing. Phonics is taught through the Read, Write, Inc programme. Children are then taught to develop comprehension skills through guided reading. Using the Talk4Writing philosophy, we help children to rehearse a topic orally and extend their independent writing skills.



# Key Stage 1 & Key Stage 2 Curriculum

## Science

Our Science Curriculum aims to provide the foundations for understanding the world through developing a sense of excitement and curiosity. We build a child's scientific knowledge and understanding through different types of scientific enquiries that help them to answer questions about the world around them. Children are equipped with the scientific knowledge required to understand the uses and implications of science, today and for the future.

## Computing

Computing enables pupils to become digitally literate to prepare them for their future workplace and to be active participants in a digital world. Children are taught how to use software and hardware (digital literacy), how to programme (coding) and how to stay safe on the internet (e-Safety).

## Physical Education

Children are taught skills to become physically confident in order to lead healthy, active lives. Opportunities to compete in sport and other activities are provided which build character and help to develop values such as fairness and respect. Life skills, like swimming, cycling and road safety, are taught across all age ranges

## History

We inspire pupils' curiosity to know more about the past. Children develop their knowledge and understanding of Britain's past and that of the wider world. Through History, we develop the skills of enquiry through asking questions, thinking critically and exploring arguments and evidence. As a result, children develop their own views and are able to identify the challenges of the past compared to present day.

## Geography

Children explore the world learning about the people, places, resources and different environments. Children deepen their understanding of the Earth's key physical and human processes.

# Key Stage 1 & Key Stage 2 Curriculum

## Art and Design

We inspire and challenge pupils, equipping them with the knowledge and skills to experiment, invent and create their own works of art, craft and design. Using creativity and imagination, pupils design and make products that solve real and relevant problems within a variety of contexts.

## Modern Foreign Languages

We enable pupils to express their ideas and thoughts in French and to understand and respond to its speakers, both in speech and in writing, whilst learning about French speaking countries and their cultures.

## Music

Children practise their singing skills in weekly singing lessons through a variety of fun and engaging songs. Opportunities are provided for our children to learn a range of musical instruments across Key Stage 2. These include penny whistles, keyboards, pocket trumpets and guitars.

## Transition

Our Lady and St Anne's RC Primary School understands fully the importance of transition. Children at all ages need support when moving into the next phase of their learning and we ensure there is a settling process within each year group to allow our children to move on with ease.

At the end of the summer term, all classes spend time working with their new teacher in their new classes. They take part in fun activities that build self-esteem, confidence and aid the settling process ahead of the autumn term. We also have very close links with our feeder Secondary schools providing many transitional opportunities for children in KS2.

# Inclusion for All

## Pupil Premium

Some children are eligible for additional funding from the government to enhance their learning. Pupil Premium funding provides equal opportunities for all children. School uses this funding to provide additional pupil support and enrichment activities. For further information on how our school uses our Pupil Premium funding, click on the link:

<http://www.ourlady.newcastle.sch.uk/site/22016-information/page-72703-pupil-premium>

## Special Education Needs

Our Lady and St Anne's is a fully inclusive school, which ensures that all pupils achieve their potential personally, socially, emotionally, physically and educationally. We strive to ensure quality first teaching is applied across the whole curriculum, using a range of different teaching strategies, resources and activities. Through consultations with families and other professionals, additional support and advice is provided.

## Gifted and Talented

Children who are Gifted and have the potential to develop significantly beyond what is expected for their age.

'Gifted' refers to a child who has abilities in one or more academic subjects, such as English or Maths. 'Talented' refers to a child who has skills in a practical area such as Music, PE or Art. We meet the needs of all our pupils by providing challenging lessons and enhanced learning experiences.

## English as an Additional Language

Ensuring that we promote equality of opportunity for all learners for whom English is an additional language is a priority for our school. By delivering a broad, balanced curriculum which reflects the needs of the children in our school; by actively engaging parents and families in all aspects of school life and by employing key teaching strategies to meet the needs of EAL learners, we do our best to ensure that all learners of English as an additional language have full access to the curriculum and are able to reach their full academic potential.



# School Home Links

## Homework

Children are expected to read their reading books and practice their mental maths skills (e.g. number facts and timestables) daily. Additional educational programmes are provided by the school to enhance your child's learning. We encourage children to access these every week.

Mathletics: [www.mathletics.co.uk](http://www.mathletics.co.uk)

Reading Eggs: [www.readingeggs.co.uk](http://www.readingeggs.co.uk)

Lexia: <http://www.lexialearning.com>

Spellodrome: <http://scs.mathletics.com/SignIn.asp?Spellodrome=true>

Espresso Coding: <http://coding.discoveryeducation.co.uk>

Passwords are provided by the class teacher.

Weekly homework is sent home by every class teacher to consolidate their learning.

## Reporting on Progress

Children's progress is continually monitored throughout the year. Progress is officially reported to parents on a termly basis via parent's meetings in the autumn and spring term and a written report at the end of the summer term.

## Parent Socials

Each term parents are invited into school for a fun social event. It is an opportunity to meet other parents, talk to staff and get to know our school a little bit more. During these events, families are provided with information to support them with their child's learning.

## Parent Link Worker

Our part time Parent Support Worker supports families in a variety of ways, from school activities to home life issues. She is happy to do home visits or meet with parents/carers at school. Appointments are made via the school office.

# Coming to School

## School Uniform



All items of uniform and P.E. kit should be clearly labelled with your child's name. The uniform is as follows:

- Royal Blue jumper, cardigan or sweatshirt with school logo;
- Black, dark grey or navy trousers or skirt;
- Yellow or light blue polo shirt;
- Sensible (no heels) black shoes or predominantly black trainers;
- Blue/white or yellow/white checked dresses (optional in Summer term);
- Short trousers (optional in Summer term).

School uniform with our logo can be purchased from [www.johnlewis.com](http://www.johnlewis.com). If you have any trouble accessing the site, please visit the shop where staff in the school wear department will help.

## Jewellery

Children are not allowed to wear any jewellery at school, including studs. These items represent a potential hazard not only to the wearer but also to other children.

# Coming to School

## P.E. Kit

All children are expected to take part in P.E. Lessons should only be missed in exceptional circumstances with written permission.

Children are expected to have P.E. kits in school every day in readiness for P.E. lessons. The P.E. kit is as follows:



- Plain blue/yellow/white t-shirt;
- Dark (blue/black) shorts or tracksuit trousers;
- Black plimsolls for indoors;
- Trainers for outdoors.
- No football strips are to be worn for P.E.

## Swimming Kit

All children are expected to take part in swimming lessons. Swimming should only be missed in exceptional circumstances with written permission.

Children must come prepared for swimming lessons bringing the following:



- Towel
- Girls – swimming costume (no bikinis)



- Boys – swimming shorts (not below the knee)



# Contact Information

Our Lady and St Anne's RC Primary School  
Summerhill Terrace  
Newcastle upon Tyne  
NE4 6EB

Telephone: 0191 232 5496

Email: [admin@ourlady.newcastle.sch.uk](mailto:admin@ourlady.newcastle.sch.uk)



## Access

There are two entrances to school; via Summerhill Terrace and the other situated on Westmoreland Road by the Villa Victoria Pub. School gates will only be open 8.45 a.m. till 9.15 a.m. and 2.45 until 3.45 p.m.

Parking for parents and carers is available on Summerhill Terrace 8.45a.m. to 9.15a.m. and 3.00p.m. to 3.30p.m. Summerhill Terrace is a permit parking area for residents only.

The staff car park is for staff and visitors to the school only.

**Parents or carers should not drive their vehicles down the school lane at any time unless by special arrangement.**

## Communication

Communication is made with parents/carers via the weekly newsletters, Headteacher's message and class blogs. These can all be accessed on our school website: <http://www.ourlady.newcastle.sch.uk/site> .

School uses a text messaging service to inform you of any upcoming events and other important notices. It is vital that we have an up to date telephone number.

From time to time letters will be sent home via the class teacher.

# School Day

## Start of the Day

The school day begins at 9.00 a.m. However, in order to start the school day promptly, we expect children to arrive at school for 8.55a.m. KS1 and KS2 should assemble in the main yard. EYFS children should be taken to their classroom door.

The main entry door from the school yard remains open until 9.05 a.m. Anyone arriving after this time should enter via the school office, where parents are requested to sign a 'late book'.

## End of the Day

The school day ends at 3.15p.m. (3.00p.m. for EYFS) Children should be collected promptly from their external classroom door. If your child attends an after-school club, they should be collected from the school office.

## Lateness and Attendance

The school seeks to promote good habits in attendance and punctuality. These are recorded in each child's school report and celebrated weekly in an assembly and on the web page.

Education Welfare Officers (E.W.O) regularly inspects registers for lateness and absences under the direction of the authority. Parents of persistent latecomers or non-attendees will be contacted by the E.W.O. who may issue a £50 fine.

Appointments should be made outside of the school day. In the case of emergency appointments (dentist, doctor, etc.), a pass must be collected from the office before the appointment. This scheme is used throughout Newcastle schools to prevent unauthorised absences. Please note: school must be notified in advance of any such appointments.

## Absence

Parents should contact school to report any absences before 9.30 a.m. If parents have not reported absences before 9.30 a.m. school will contact home via text to ask parents to ring.

## Holidays

School holiday dates are published on the website. As we are a Catholic school, our holidays are not always the same as the local authority dates.

We are unable to authorise any holidays in school term time. If you do wish to take your child out of school, you **MUST** contact the office for further information and advice.

## School Meals

### School Dinners

Our school meals provide a healthy balanced diet. Children in Reception and Key Stage 1 are provided with Universal Free School Meals. In Key Stage Two, your child may be eligible for Free School Meals. Applications are made online: <https://www.gov.uk/apply-free-school-meals>. Payments for school meals should be made online via our Parent Payment System.

### Packed Lunches

If your child would prefer to bring a packed lunch, they may. Breakfast club begins at 8am. Children are provided with a healthy nutritious breakfast to prepare them for the day ahead. Parents are required to sign their children in on arrival. Payment is made online via our Parent Payment System.

## Online Payments

Payments are made via our Parent Payment System. We use this for all payments as we strive to be a 'cashless school'. An account should be set up and details can be obtained via the school office.



## Clubs

### Breakfast Club

Breakfast club begins at 8am. Children are provided with a healthy nutritious breakfast to prepare them for the day ahead. Parents are required to sign their children in on arrival. Payment is made online via our Parent Payment System.

### Out of School Club

Out of School Club is available until 5.30pm to provide parents with a safe, reliable and fun child care provision. We offer a range of opportunities to continue their learning after school, which include, crafts, homework help, cooking and outdoor play. A healthy snack is always provided. Places need to be booked in advance and payment is made online via our Parent Payment System.

## Clubs

Throughout the year a range of clubs are offered during lunchtimes and after school. When payment is required, it should be made via our Parent Payment System.

