

## **LOCAL AUTHORITY**

Durham County Council  
County Hall  
Durham  
DH1 5UJ  
Telephone: 03000 260000



## **DIOCESE**

Hexham & Newcastle:

St Vincent's Diocesan Offices  
St. Cuthbert's House  
West Road  
Newcastle upon Tyne  
NE15 7PY  
Telephone: 0191 2280111



St Joseph's is a Voluntary Aided Roman Catholic Primary School catering for children between the ages of 4 and 11 years of age. In September 2025 it is anticipated that there will be 128 children on the roll.

St Joseph's has 7 classrooms, an Early Years Outside Play area and a school hall. There is also a school kitchen where meals are cooked each day.

The school grounds provide ample space for the children to play in as well as being a resource area for the curriculum. There are three playgrounds, one for EYFS, one for KS1 and the third for KS2, school garden and a Forest School Area. The school also has a detached sports field.

**Our mission at St Joseph's ...  
is to provide a place where our Catholic faith is lived and treasured.**

**S**haring God's love and faith throughout our school community.

**T**ogether we create a positive learning environment as we go through our journey with God.

**J**esus teaches us to love each other.

**O**ur achievements are celebrated together.

**S**triving to reach our full potential with help from the Holy Spirit.

**E**veryone should feel safe and be welcomed in our school.

**P**raying and playing together.

**H**ome, school and parish working together to help and support us.

**S**howing self- discipline and respect for others.





# ST JOSEPH'S CATHOLIC PRIMARY SCHOOL (MURTON)

## GOVERNING BODY

### Foundation Governors:

- Miss E Matterson – Chair
- Mrs V Bramley – Vice Chair
- Mr D Dunleavy
- Fr F McCullagh
- Mr W McCafferty
- Mrs C Ord
- Mrs B Williamson

### LA Representative

- Cllr J Griffiths

### Parent Representative

- Mrs K Larkin
- Mr R Goulden

### Staff Representative

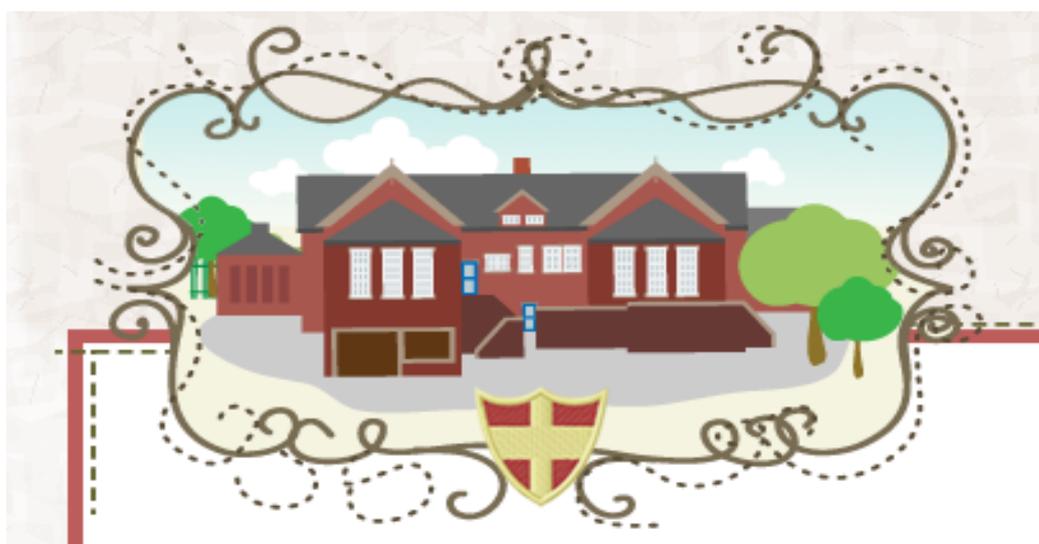
- Mrs E Fox

### Head Teacher

- Mrs J Cartwright

## SCHOOL STAFF

- Mrs J Cartwright      Head Teacher/ SENCO
- Mrs M Hunter      Deputy Head Teacher/KS1 Leader
- Miss A Blakemore      Class Teacher
- Miss E Gooding      Class Teacher
- Miss E Lane      Class Teacher
- Mrs J Tulloch      Class Teacher
  
- Mrs L Maher-Dixon      HLTA
- Miss M Cartwright      Teaching Assistant
- Mrs B White      Teaching Assistant/ Lunchtime Supervisor
- Mrs D Pescod      Teaching Assistant/ Lunchtime Supervisor
  
- Mrs E Fox      Office Manager
- Miss D Hudson      Clerical Assistant
  
- Mr N Blakemore      Caretaker
- Mrs V Thompson      Cleaner
- Miss M Robinson      Cleaner
  
- Miss M Robinson      Lunchtime Supervisor
  
- Mrs G Softley      Cook
- Mrs J Atherton      Kitchen Assistant





## ST JOSEPH'S CATHOLIC PRIMARY SCHOOL, MURTON ADMISSIONS POLICY 2025-26

**St Joseph's Catholic Primary School** was founded by the Catholic Church to provide education for children of Catholic families. Whenever there are more applications than places available, priority will be given to Catholic children in accordance with the oversubscription criteria listed below. The school is conducted by its governing body as part of the Catholic Church in accordance with its trust deed and instrument of government and seeks at all times to be a witness to Our Lord Jesus Christ.

As a Catholic school, we aim to provide a Catholic education for all our pupils. At a Catholic school, Catholic doctrine and practice permeate every aspect of the school's activity. It is essential that the Catholic character of the school's education be fully supported by all families in the school. We therefore hope that all parents will give their full, unreserved and positive support for the aims and ethos of the school. This does not affect the right of an applicant who is not Catholic to apply for and be admitted to a place at the school in accordance with the admission arrangements.

The admission policy criteria will be dealt with on an equal preference basis.

The governing body is the admissions authority and has responsibility for admissions to this school. The local authority undertakes the coordination of admission arrangements during the normal admission round for reception year admission in September.

### **Parishes served by the school**

The school serves the parish of St Joseph's, Murton. A map of the parish boundaries is available here: <https://diocesehn.org.uk/education/schools-commission/admissions-and-appeals/>

### **Published Admission Number**

The governing body has set its published admission number (PAN) at 30 pupils to be admitted to [the reception year] in the school year which begins in September 2025.

### **Pupils with an Education, Health and Care Plan (see note 1)**

The admission of pupils with an Education, Health and Care Plan is dealt with by a completely separate procedure. Children with an Education, Health and Care Plan that names the school must be admitted. Where this takes place before the allocation of places under these arrangements this will reduce the number of places available to other children.

### **Oversubscription Criteria**

Where there are more applications for places than the number of places available, places will be offered according to the following order of priority.

1. Catholic looked after and previously looked after children. (see notes 2&3)
2. Catholic children who are resident in the parish of St. Joseph's, Murton. (see note 3)

3. Other Catholic children. (see note 3)
4. Other looked after and previously looked after children. (see note 2)
5. Catechumens and members of an Eastern Christian Church. (see notes 4&5)
6. Children of other Christian denominations whose membership is evidenced by a minister or faith leader. (see note 6)
7. Children of other faiths whose membership is evidenced by a minister or faith leader. (see note 7)
8. Any other children.

*Within each of the categories listed above, the following provisions will be applied in the following order.*

- (i) Where evidence is provided at the time of application of an exceptional social, medical or pastoral need of the child which can be most appropriately met at this school, the application will be placed at the top of the category in which the application is made. (see note 11)*
- (ii) The attendance of a sibling at the school at the time of enrolment will increase the priority of an application within each category so that the application will be placed at the top of the category in which the application is made after children in (i) above. (see note 9)*

### **Tie Breaker**

Where there are places available for some, but not all applicants within a particular criterion priority will be given to children living closest to the school determined by the shortest distance. In assessing home to school distance, the LA uses a Geographic Information System (GIS) to identify and measure the shortest route utilising only the Ordnance Survey Integrated Transport Network (ITN) and Urban Paths Network (UPN) which are national recognised datasets. The LA will not include any other routes or any other method of measurement. Routes are measured from the centre point\* of the child's house, or in the case of a flat from the centre point\* of the building, to the nearest school site entrance. In all cases the GIS identifies the route to be measured by connecting in a straight line the centre point\* of the child's house to the closest point on the nearest route on the ITN/UPN.

\* In accordance with the co-ordinates of the Basic Land and Property Unit on the National Land and Property Gazetteer.

In the event of distances being the same for two or more children where this would determine the last place to be allocated, random allocation will be carried out in a public place and supervised by a person independent of the school.

### **Application Procedures and Timetable**

To apply for a place at this school in the normal admission round (not in-year applications), a Common Application Form (CAF) must be completed. This is available from the local authority in which the child lives.

The parent will be advised of the outcome of the application on 16 April or the next working day, by the local authority. If the application is unsuccessful (unless the child gained a place at a school the parent ranked higher) the parent will be informed of the decision, related to the oversubscription criteria listed above, and has the right of appeal to an independent appeal panel.

If the parent is required to provide supplemental evidence to support the application (e.g. a baptismal certificate), this evidence should be provided at the time of application. If not provided, evidence may be sought by the governing body following the closing date for applications. This information must have been correct at the date of closing for applications.

All applications which are submitted on time will be considered at the same time and after the closing date for admissions which is 15 January 2025.

### **Late Applications**

Late applications will be administered in accordance with the home local authority Primary Coordinated Admissions Scheme. Parents are advised to ensure that the application is submitted before the closing date.

### **Admission of Children below Compulsory School Age and Deferred Entry**

A child is entitled to a full-time place in the September following their fourth birthday. A child's parents may defer the date at which their child, below compulsory school age, is admitted to the school, until later in the school year but not beyond the point at which they reach compulsory school age, or beyond the beginning of the final term of the school year for which an offer was made. A child may take up a part-time place until later in the school year, but not beyond the point at which the child reaches compulsory school age. Upon receipt of the offer of a place a parent should notify the school in writing, as soon as possible, that they wish to either defer their child's entry to the school or take up a part-time place.

### **Admission of Children outside their Normal Age Group**

A request may be made for a child to be admitted outside of their normal age group, for example, if the child is gifted and talented or has experienced problems such as ill health.

Any such request should be made in writing to the headteacher of the school. The governing body will make its decision about the request based on the circumstances of each case and in the best interests of the child. In addition to taking into account the views of the headteacher who has statutory responsibility for the internal organisation, management and control of the school, the governing body will take into account the views of the parents and of appropriate medical and education professionals.

### **Summer Born Children**

The parents of a summer born child, i.e. a child born between 1 April and 31 August, may request that the child be admitted out of their normal age group, to the reception class in the September following their fifth birthday.

Parents who want to make this request should make an application for their child's normal age group at the usual time. The application to the local authority should include this request and in addition it should be made in writing to the headteacher of the school. The local authority will liaise with the governing body that will make its decision about the request based on the circumstances of each case and in the best interests of the child. In addition to taking into account the views of the headteacher, who has statutory responsibility for the internal organisation, management and control of the school, the governing body will take into account the views of the parents and of appropriate medical and education professionals.

Parents will be informed of the outcome of the request before primary national offer day.

If the request is agreed by the governing body, the application for the normal age group may be withdrawn before a place is offered. If the request is refused, the parent must decide whether to accept the offer of a place for the normal age group, or to refuse it and make an in year application for admission to year one for the September following the child's fifth birthday.

Where a parent's request is agreed, they must make a new application as part of the main admissions round the following year.

For children who have had a deferred entry, there is no expectation that the child who was admitted out of their normal age group should be moved back to their chronological age group unless there are sound educational reasons to do otherwise. Moving a child back into their chronological age group must be in agreement of both the Headteacher and Parents/Carers.

One admission authority cannot be required to honour a decision made by another admission authority on admission out of the normal age group. Parents, therefore, should consider whether to request admission out of the normal year group at all their preference schools, rather than just their first preference schools.

### **Waiting Lists**

In addition to their right of appeal, applicants will be offered the opportunity to be placed on a waiting list. This waiting list will be maintained in order of the oversubscription criteria set out below and not in the order in which applications are received or added to the list. Waiting lists for admission will operate throughout the school year. The waiting list will be held open until the last day of the summer term. Inclusion on the school's waiting list does not mean that a place will eventually become available.

### **Infant Class Size Regulations**

Infant classes may not, by law, contain more than 30 pupils with a single qualified teacher (subject to the provisions in the School Admissions Code for 'excepted children'). Parents do have a right of appeal in accordance with the infant class size regulations if the school is oversubscribed and their child is refused a place.

The governing body will, where logistically possible, admit twins and all siblings from multiple births where one of the children is the last child ranked within the school's PAN.

### **In-Year Applications**

An application can be made for a place for a child at any time outside the admission round and the child will be admitted where there are available places. For information on making an in-year application, parents should contact the local authority admission team at School Places and Admissions, Children and Young People's Services, County Hall, Durham, County Durham, DH1 5UJ on 03000 265 896 or by email at [schooladmissions@durham.gov.uk](mailto:schooladmissions@durham.gov.uk).

[[www.murton-st-josephs.durham.sch.uk](http://www.murton-st-josephs.durham.sch.uk)]

Parents will be advised of the outcome of their application in writing.

Where there are places available but more applications than places, the published oversubscription criteria, as set out above, will be applied.

If there are no places available, a request can be made that the child is added to the waiting list (see above).

The parent has the right of appeal to an independent appeal panel if refused a place.

### **Right of Appeal**

Where a parent has been notified that a place is not available for a child, every effort will be made by the local authority to help the parent to find a place in a suitable alternative school. Parents who are refused a place have a statutory right of appeal. Further details of the appeals process are available by writing to the chair of governors at the school address.

### **Fair Access Protocol**

The school is committed to taking its fair share of children who are vulnerable and/or hard to place, as set out in locally agreed protocols. Accordingly, outside the normal admission round the governing body is empowered to give absolute priority to a child where admission is requested under any local protocol that has been agreed by both the diocese and the governing body for the current school year. The governing body has this power, even when admitting the child would mean exceeding the published admission number (subject to the infant class size exceptions).

### **False evidence**

The governing body reserves the right to withdraw the offer of a place or, where a child is already attending the school, the place itself, where it is satisfied that the offer or place was obtained by deception.

### ***Notes and definitions***

1. An **Education, Health and Care Plan** is a plan made by the local authority under section 37 of the Children and Families Act 2014, specifying the special educational provision required for a child.
2. A **looked after child** has the same meaning as in section 22(1) of the Children Act 1989, and means any child who is (a) in the care of a local authority or (b) being provided with accommodation by them in the exercise of their social services functions (e.g. children with foster parents) at the time of making application to the school.

A **previously looked after child** is a child who was looked after, but ceased to be so because he or she was adopted, or became subject to a child arrangements order or special guardianship order. Included in this definition are those children who appear (to the governing body) to have been in state care outside of England and who ceased to be in state care as a result of being adopted.

3. **Catholic** means a member of a Church in full communion with the See of Rome. This includes the Eastern Catholic Churches. This will normally be evidenced by a certificate of baptism in a Catholic Church or a certificate of reception into the full communion of the Catholic Church. For the purposes of this policy, it includes a looked after child living with a family where at least one of the parents is Catholic.

For a child to be treated as Catholic, evidence of Catholic baptism or reception into the Church will be required. Those who have difficulty obtaining written evidence of baptism should contact their Parish Priest who, after consulting with the Diocese, will decide how the question of baptism is to be resolved and how written evidence is to be produced in accordance with the law of the Church.

4. **Catechumen** means a member of the catechumenate of a Catholic Church. For the purposes of admissions this refers to the child on whose behalf the application is being made. This will normally be evidenced by a certificate of reception into the order of catechumens.

5. **Eastern Christian Church** includes Orthodox Churches, and is normally evidenced by a certificate of baptism or reception from the authorities of that Church. Those who have difficulty obtaining written evidence of baptism or reception should contact the Diocese who will decide how the question of baptism or reception is to be resolved and how written evidence is to be produced in accordance with the law of the Church.
6. **Children of other Christian denominations** means children who belong to other churches and ecclesial communities which, acknowledge God's revelation in Christ, confess the Lord Jesus Christ as God and Saviour according to the Scriptures, and, in obedience to God's will and in the power of the Holy Spirit commit themselves: to seek a deepening of their communion with Christ and with one another in the Church, which is his body; and to fulfil their mission to proclaim the Gospel by common witness and service in the world to the glory of the one God, Father, Son and Holy Spirit. An ecclesial community which on principle has no credal statements in its tradition, is included if it manifests faith in Christ as witnessed to in the Scriptures and is committed to working in the spirit of the above.

All members of Churches Together in England and CYTÛN are deemed to be included in the above definition, as are all other churches and ecclesial communities that are in membership of any local Churches Together Group (by whatever title) on the above basis.

Applicants must provide a baptismal certificate or where child baptism is not practised, a letter confirming their church membership from their minister or faith leader.

7. **Children of other faiths** means children who are members of a religious community that does not fall within the definition of 'other Christian denominations' at 6 above and which falls within the definition of a religion for the purposes of charity law. The Charities Act 2011 defines religion to include:

- A religion which involves belief in more than one God, and
- A religion which does not involve belief in a God.

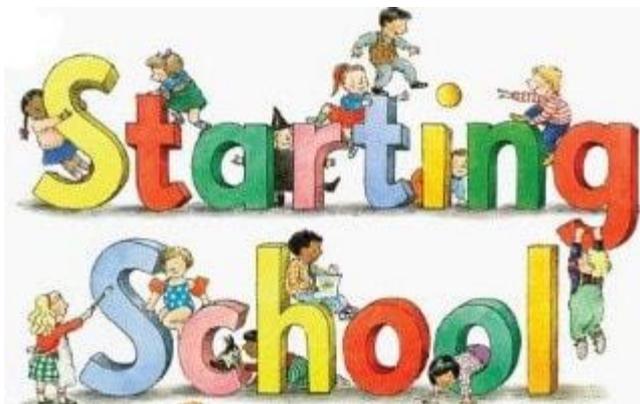
Case law has identified certain characteristics which describe the meaning of religion for the purposes of charity law, which are characterised by a belief in a supreme being and an expression of belief in that supreme being through worship.

Applicants must provide a letter of support to confirm their faith membership from their minister or faith leader.

8. A child's "**home address**" refers to the address where the child usually lives with a parent or carer, and will be the address provided in the Common Application Form ("CAF"). Where parents have shared responsibility for a child, and the child lives for part of the week with each parent, the home address will be the address given in the CAF, provided that the child resides at that address for any part of the school week.
9. **Sibling** includes:
- (i) all natural brothers or sisters, half brothers or sisters, adopted brothers or sisters, stepbrothers or sisters, foster brothers or sisters, whether or not they are living at the same address; and
  - (ii) the child of a parent's partner where that child lives for at least part of the week in the same family unit at the same home address as the child who is the subject of the application.

10. A **parent** means all natural parents, any person who is not a parent but has parental responsibility for a child, and any person who has care of a child (having care of a child means that the child lives with and is looked after by that person).
11. To demonstrate an **exceptional social, medical or pastoral need** of the child which can be most appropriately met at this school, the governing body will require compelling written evidence from an appropriate professional, such as a social worker, doctor or priest.

This policy should be read in conjunction with the local authority's admission guidance for parents.



## **THE CURRICULUM**

Our school curriculum consists of all those activities designed or encouraged within its organisational framework to promote the intellectual, personal, social and physical development of all of its pupils.

The fundamental aim of this school is to produce a Christian, caring atmosphere where every child is given the opportunity and the facilities to fulfil his/her maximum development, bringing him/her to an understanding and appreciation of what is valuable and desirable in human life.

The curriculum of the school operates within the National Curriculum Guidelines, as prescribed by law.

Children in Key Stage 1 (KS1) are encouraged to take home their reading book, along with their own Reading Record Booklet. Other classes, Key Stage 2 (KS2) children take home library books for reading along with their Reading Record Booklet, or a library book for use with topic work. A homework policy is in operation throughout the school. This is provided to parents at the beginning of each academic year.

As part of the Wider Opportunities programme children from RY to Y6 receive woodwind music or singing sessions.

KS2 children are also provided with the opportunity to learn how to play the clarinet or flute (these sessions are externally sourced and a small fee is charged).

## **RELIGIOUS EDUCATION**

The RE Scheme in use at this school is 'Come & See', recommended by the Diocese and used by the majority of our schools at present.

Parents have the right to ask for the withdrawal of their children from religious worship and education. However, parents are also reminded that the school exists to give a Catholic education to all its pupils, and parents are expected to be in sympathy with its aims and objectives. There may also be staffing difficulties arising from such a request, as to who is able to oversee the child whilst the rest of the class is doing religious education.



### **Relationships and Sex Education and Health Education**

From September 2020 Relationships and Sex Education and Health Education has been taught as a discrete subject.

Children are taught about the importance of respect, love and tolerance and the uniqueness of every individual. TenTen resources are used to deliver these lessons.

### **SPECIAL EDUCATIONAL NEEDS**

The school considers the needs of **all** the children - these may be associated with a specific learning or behavioural difficulty or exceptional ability. In all cases early recognition and intervention is essential so that the children receive the best possible support and specialist attention. Specialist help is given in the classroom wherever possible, but there can be occasions when individual or small group work is appropriate.

For a very small proportion of children the school may need to involve other specialists in a formal assessment of complex special educational needs. In such circumstances there is always prior consultation with parents, who are involved in any assessment process.





## **CHARGING POLICY**

Your child may be taken on educational visits from time to time during the school year. The charging and remission policy of the school is determined by the Governing Body of the school; under Section 110 of the ERA of 1985.

Parents can be asked to make voluntary contributions to support these activities. There is no obligation to contribute, and pupils whose parents do not contribute will not be treated differently from others. Funds for non-contributing parents could be met from other sources e.g. School Fund or Petty Cash. It may, however, be necessary to cancel visits if an insufficient number of parents contribute and the cost to the school is too great.

The school will endeavour to keep costs to a minimum.

## **COMPLAINTS PROCEDURE**

Any complaints about the school; its curriculum or the implementation of the curriculum are dealt with within four stages:

1. Informal – this is the best way to resolve issues, by meeting the Head Teacher or staff to try to resolve any problem. If this fails to resolve the problem satisfactorily, then the complainant should;
2. Set out the complaint in writing, and submit it to the clerk of the Governing Body for it to be investigated by the Chair of Governors.
3. To the LEA by setting out the complaint in writing to the Assistant Education Officer (Schools).
4. Finally, to an Appeal Panel including members of LEA. Full details about the Complaints Procedure are available from the school office.



The school endeavours to address all concerns and/or complaints as quickly as possible.



## **STATEMENT OF AIMS**

*'A Catholic School is a community of faith with common vision, based on Christian values and a knowledge of the world illuminated by faith.'* (The Lay Catholic in School)

- St Joseph's School is based on a Catholic ethos in which we aim to provide a Christian atmosphere to help in the spiritual and moral developments of each child and encourage respect for religious and moral values and a tolerance for other races, religions and ways of life.
- Each child is a unique individual capable of affecting and influencing, or being affected and influenced by those around him. We would aim in each child to develop an awareness of him/herself and his/her individual potential to the full and to develop good relationships in and out of school.
- Through the National Curriculum we aim to help the pupils to develop enquiring minds and give them the ability to question and argue rationally and to apply themselves to tasks. To encourage an investigative approach to their work, to encourage independence of thought and action, perseverance and the realisation that scientific results can be open ended and leave questions unanswered. To give them the ability to apply knowledge and understanding of science to everyday life.
- To encourage children to communicate effectively with a variety of audiences – pupils, teachers, visitors and other adults with whom they come into contact. To be able to listen patiently with understanding and to carry out instructions, convey messages and respect other people's point of view. To develop and enjoy the written word.
- To help children to acquire knowledge and skills relevant to adult life and employment in a fast-changing world and to help them to understand the world in which we live, and the interdependence of individuals, groups and nations.

These aims are more easily understood in the context of subject areas which have now been defined by the Government and which are encompassed within the National Curriculum.

The Curriculum will be taught through subject based topics throughout the school using cross-curricular links where appropriate.

Individual records are kept for all children to show work covered in all subjects and these follow each child throughout the school. In line with DfE guidelines parents will be kept informed of their child's progress.

The professional aspect of the school will be constantly updated to keep ahead of new teaching approaches and requirements. This can be achieved through INSET and Directed Time working either as a school on subjects relevant to the school or as an individual subject co-ordinator.

The aims of the school are such that they can respond to any external influences and new developments as they occur. These changes can arise as the result of changes in the law or from policies or statements from those bodies or groups which are set up to help run the school effectively which can be:

- National DfE
- Durham County LA
- Local Head Teachers groups, ARCHED, Peterlee Partnership etc.
- HMI & OfSted Documents.

## **ORGANISATION**

In September 2025 there will be two KS1 classes and three KS2 classes.

Class 1 – mixed R Year and Year 1

Class 2 – Year 2

Class 3 – mixed Year 3 and Year 4

Class 4 – Year 5

Class 5 – Year 6

Please note that due to some small year group sizes, two of our classes will consist of mixed age groups. Please be assured that our teachers are very experienced teachers and will ensure that all children receive their entitlement.

## **THE SCHOOL DAY**

The times of the school day are as follows from September 2025:

	Start time	Collection Time
Rec	8:45am	3:15 pm
Yr 1	8:45am	3:15 pm
Yr 2	8:45am	3:15 pm
Yr 3	9:00am	3:30 pm
Yr 4	9:00am	3:30 pm
Yr 5	9:00am	3:30 pm
Yr 6	9:00am	3:30 pm



All parents are asked to ensure that their child/ren arrive in school within ten minutes prior to the starting time. All children should be in class and registered at their starting times.

*Anyone who arrives in school after their starting time will be recorded as 'late' or 'late after registration is closed' depending on arrival time.*

All siblings are required to be dropped off and collected at their own respective Year group times.

Children are expected to be in school for 32.5hrs per week including breaks and lunch times.

### ABSENCES AND PUNCTUALITY

Pupils' absence during term time can seriously disrupt their continuity of learning. Not only do they miss the teaching provided on the days they are away; they are also less prepared for the subsequent lessons after their return. There is a possible risk of under-achievement, which we must all seek to avoid.

All absences must be accounted for. Absences known in advance should be reported to school. Other absences should be accounted for as soon as practicable either by a phone call or note from the parents. A verbal reason given by the child itself is not sufficient.

#### Please do not ask for leave of absence for a family holiday in term time.

Schools are not allowed to authorise holidays unless there are **exceptional** circumstances.

It is important that children are in school promptly as registration and dinner numbers must be collected quickly.

#### Absences

Number on Roll 2024-2025	141
Unauthorised absences (2024-2025)	1.02%



All children are expected to have at least 95% attendance.  
Parents will be offered support if their child's attendance falls below 90%.

The school offers attendance incentives to encourage children to develop good attendance and punctuality habits. At the end of each term all children who achieve 100% attendance in the term will receive an 'excellent attendance certificate' and will be entered into a prize draw.

We strongly discourage holidays within term time. Any parent or carer who wishes to take their child/ren on holiday during term time must complete a holiday request form and provide reasons for absence. Only holidays with exceptional circumstances will be authorised.

Please note the following statistics:

	<b>95% Attendance</b>	=	<b>10 days off</b>
	<b>90% Attendance</b>	=	<b>20 days off</b>
	<b>85% Attendance</b>	=	<b>30 days off</b>
	<b>80% Attendance</b>	=	<b>40 days off</b>
	<b>75% Attendance</b>	=	<b>50 days off</b>

For children to achieve their full potential they must have very good attendance.

Help us to teach your child – make sure they come to school!

## **SCHOOL MEALS**

Meals are cooked on the premises and are currently free to all KS1 children. KS2 children's meals are charged at £2.95 per day. School meals must be paid for in advance via the Parent Pay App. Any meals not taken that week will have a credit carried forward. Meal arrangements may be changed every half term upon receipt of written request and confirmed by the school.

If you are in receipt of Universal Credit you are kindly requested to inform the school in order for us to ensure that your child receives all due entitlements.

Parents of children who have specific dietary requirements and/or allergies must inform the school so that arrangements can be made with our catering staff.

Children who do not wish to have a school dinner can bring a packed lunch. Packed lunches are to be healthy and should comply with guidelines provided in the school's 'packed lunch policy'.



***NB. Hot food cannot be brought into school as part of a packed lunch.***

Details of the packed lunch expectations are available in the school's Packed Lunch Policy.

## **After School Clubs**

Details of After School Clubs will be sent to parents in September. There will be a charge of £2 per session, payable on a half-term basis.

## **Childcare Provision**

After school childcare is available upon request. Mon – Thur – until 5pm, Fri – until 4:30pm. This is charged at £5 per session.

## **BREAKFAST CLUB**

The Breakfast Club is run each day from 8.00am, there is a charge of £7.50 per week, payable on a Monday morning via the ParentPay App.

The full amount is payable even if a child only attends for part of the week.



## **UNIFORM**

The School Uniform is as follows:

### **Winter (September – Easter):**

Knitted School Jumper or Cardigan, White Shirt, Tie, Grey Trousers or School Kilt, Charcoal Grey/Black socks or tights, Black shoes.

*NB. KS1 children normally wear an elastic tie, KS2 children wear a standard tie.*

*NB. Black boots can be worn in the winter but children must change these for shoes or black plimsolls when in school.*

*No Dr Martens or Ugg Boots are to be worn in school.*

*Please see section 5.2 of School Uniform Policy.*



### **Summer (Easter – July):** As above or with the option of –

White Polo Shirt with school logo, Grey school Shorts or School Kilt or Red and White Gingham Dress, White socks.

*NB. Trousers and shorts worn in school for uniform must be appropriate uniform style material and 'cut', **not** sportswear or fashion styles eg. Leggings, tracksuit, jogging bottoms, etc.*

As part of the school uniform a red coat with the school logo should be worn. This can be purchased from the school.

*The school strongly discourages the wearing of leather and expensive fashion coats/jackets since the school cannot take responsibility for loss or damage of items of clothing.*



*Children are encouraged to take pride in their uniform and appearance.*

## PE

Plimsolls, PE shorts (red) and T-shirt (yellow with school logo) along with an outdoor PE Kit of black jogging bottoms and a red hoodie (both with school logo) will be required for PE. This should be brought to school on a Monday morning and may be taken home on Friday afternoon.

*Please ensure that all items of clothing – including shoes and wellingtons – are clearly marked with your child's name.*



## HAIR CUTS

The school does not permit children to have 'extreme' haircuts that could serve as a distraction to other children.

The following styles/haircuts are not allowed:

- Hair severely shaved, in part or totally (no cuts below a number 2).
- Shaved patterns – stars, zig zags, tramlines etc.
- Mohican styles, rats tails, samurai styles etc.
- Dipped or dyed hair.
- Perms
- Hair extensions

Children are expected to have long hair tied back.

*The school encourages sensible hair styles which allow children to be children.*



## JEWELLERY

For Health and Safety reasons children are discouraged from wearing any form of jewellery unless it is specifically required for medical identification purposes. Children who have their ears pierced are only allowed to wear studs and these must be removed by the wearer for swimming and PE lessons.

*The school advises parents who wish their children to have their ears pierced to do so at the beginning of the summer holidays.*

## MEDICINES

If it is necessary for a child to bring a prescribed medicine to school this must be handed in to the school office, to be kept in the staff room. The school's 'Administration of Medication in Educational Establishments' must be completed and signed by the child's parent or guardian. It must be brought in a suitable, safe container and clearly marked.



A child who needs to use an inhaler will be responsible for keeping this safely and taking it when required unless alternative mutual arrangements are made with the Head Teacher and Class Teacher.



## SCHOOL TRAVEL PLAN

The school promotes healthy lifestyles and sustainable travel and therefore encourages parents and pupils to walk to and from school every day.

The school ensures that:

- Y3 and Y4 children are offered cycling proficiency training

**Please note:** The school car park is strictly off limits at all times for all visitors and parents. Arrangements have been made with the church for parents and visitors to use their car park.

***Due to school numbers increasing, all parents and children living in Murton are encouraged to either walk or 'park and stride' to and from school. This cuts down congestion***



*outside the school and supports our promotion of sustainable travel.*



**SCHOOL HOLIDAYS 2025/2026**

School will re-assemble on **Tuesday 2<sup>nd</sup> September 2025** for the commencement of the Autumn Term and thereafter holidays for the 2025/2026 academic year will be as shown below:

<b>HOLIDAY</b>	<b>CLOSING DATE (Last Day In School)</b>	<b>DATE RE-OPEN FOR TEACHING PURPOSES</b>
Summer 2025 (6 weeks, 2 days)	Friday 18 July 2025	Tuesday 2 September 2025
Autumn Half-Term 2025 (1 week)	Friday 24 October 2025	Monday 3 November 2025
Christmas 2025 (2 weeks, 1 day)	Thursday 18 December 2025	Monday 5 January 2026
Spring Half-Term 2026 (1 week)	Friday 20 February 2026	Monday 2 March 2026
Easter 2026 (2 weeks,)	Friday 2 April 2026	Monday 20 April 2026
May Day 2026 (1 day)	Friday 1 May 2026	Tuesday 5 May 2026
Summer Half-Term 2026 (1 week, 1 day)	Thursday 21 May 2026	Monday 1 June 2026
Summer 2026	Friday 17 July 2026	To be determined

As per Government guidelines, please note that we are no longer allowed to authorise holidays taken outside normal school holidays unless in exceptional circumstances. **Please note that any holidays requested during April and May will not be authorised as this has a detrimental effect on the teaching and learning re SATs.**

**PD DAYS:** Monday 1<sup>st</sup> September 2025  
Friday 19<sup>th</sup> December 2025  
Friday 22<sup>nd</sup> May 2026  
Monday 20<sup>th</sup> July 2026  
Tuesday 21<sup>st</sup> July 2026

## School Data



### KS1 – Year 2 Phonics Results

The Phonics Screening tests were carried out by Mrs Hunter (English Subject Leader).

Please find below the last three years Year 2 Phonics results:

Year screening took place in December	% of pupils who met the Phonics standard in Y2
2022	91.3%
2023	89.3%
2024	94.7%

The results show that over the last three years, cohorts have performed well in Phonics.

The school follows the phonics scheme '*Little Wandle Letters and Sounds*'.

**Year 1 Phonics results for 2024:** 73.3% of pupils achieved the Phonics standard.

### Key Stage 1

Results for Year 2 children in academic year 2023-24:

Subject	Cohort	2024		
		Number achieving expected standards	% School	% National (2023)
Reading (Exp)	19	18	84.2%	68%
Writing (Exp)	19	15	78.9%%	60%
Maths (Exp)	19	19	100%	70%

Key: Exp is 'expected standard' for Y2 pupils

Children in Year 2 achieved higher than the National Average in all three areas.

Well done Year 2!



## Y4 Multiplication Tables Check (MTC)

Year 4 children (22 pupils) participated in the MTC:

- the **average score for the school was 23.95** – the National Average was 20.2 out of 25.
- 15 children out of 22 (68.2%) achieved full marks (NA 2022-23 was 29%).
- 95.45% scored above 20 out of 25 (21/22)

Well done children for working so hard to learn your multiplication tables.

## Key Stage 2

The table below shows the Key Stage 2 results for academic year 2023-24:

Cohort Year	Number in Cohort	Expected standard+			Greater Depth			Exp. Std
		Re	Wr	Ma	Re	Wr	Ma	RWM
results 2023-24	25	76%	80%	92%	28%	24%	24%	72%
National Averages	-	74%	72%	73%	29%	13%	24%	61%

### **2023-24 results:**

Data shows that St. Joseph's Catholic Primary School KS2 data is **above** the National Average for children reaching the expected standard in **Reading, Writing, Maths** and **RWM combined**.

The school is also **broadly inline with** the NA for children achieving Greater Depth (of Higher Standard HS) **in all areas**.

*The school continues to support children well in their learning and children are happy and enthusiastic about their work.*

*Thank you to staff, children and parents for all their hard work – well done!*

**A big thank you to all our parents who encourage their children in their learning and are committed to supporting the school in its work.**

**Thank you!**

**Mrs J Cartwright**



(Headteacher)

**WARNING**

*It must be appreciated that this information is correct as at July 2025, but it must not be assumed that there will be no change affecting the relevant arrangements before that start of, or during the school year.*