



SS John and Monica Catholic Primary School Prospectus 2025-2026



Ofsted November 2023 – Graded Good

Across the school, teaching is effective and enables most pupils to make increasingly good progress'

'Behaviour of pupils is outstanding'

Catholic Schools Inspection October 2024 – Graded Good

'Serving a diverse, multi-faith community, the school has a welcoming, inclusive, and supportive ethos, which ensures that everyone is valued and respected for who they are.'

'A fundamental concern for the well-being of all members of the school and wider community lies at the heart of school life, policies, and procedures.'



MISSION STATEMENT

“At SS John and Monica, we learn through the example of Jesus, to love, respect, understand and value each other.”



WELCOME

Dear Parent/Carer,

This prospectus is intended to give parents/carers with children at our school or parents selecting a school for their children a clear view of what SS John and Monica Catholic Primary School is all about. It contains information that we hope will be of value to existing and prospective parents or anyone else who is interested in the school.

As a Catholic school, we have a special responsibility to deliver the National Curriculum, strengthened by the religious ethos of the school and our close links with the parish of St. John and Martin.

The Governors are proud of the school and its achievements (see page 29) and emphasise its inclusive and diverse environment. We hope you find the prospectus interesting. If you have any questions, please get in touch with the Head Teacher, Senior Leadership Team, or Governors.

The Governors of SS John and Monica School

I am incredibly privileged to be the Head Teacher of SS John and Monica Catholic Primary School, a successful, vibrant, and inclusive school that nurtures the 'whole child', encouraging students to grow spiritually, academically, and socially.

Our mission is to strive to learn through Jesus' example to love, respect, understand, and value each other. Our core purpose is to ensure that all children in our school have the opportunity and support to achieve their full potential. We recognise that it takes a community to raise a child, and we are proud of the strong partnership we have with our parents, parish, and community.

As Head Teacher, I aim to work with our whole school community to guide our children throughout their educational journey, helping them be successful lifelong learners and positive role models who can contribute to society.

Mrs M. Elliott - Head Teacher



GOVERNORS

**Chair:
(Foundation)**

Mr M Murphy

**Vice-Chair:
(Foundation)**

Mr L Maciel

Head Teacher Governor:

Mrs M. Elliott

Foundation Governors:

Mr M. Murphy
Mrs A. Blackwood
Mr J Baker-Sullivan
Fr. B. Pureti

Parent Governors:

Mr H Sadri
Mr S Cummins
Ms E Villanueva-Garcia

**LA Governor
Staff Governor**

Mr I. Bhomra
Mr A. Ullah

Clerk to the Governors:

Mrs D. Feeney

SCHOOL STAFF

Head Teacher:

Mrs M. Elliott
(Designated Safeguarding Lead, DSL)

Deputy Head Teacher

Mr A. Ullah
(Deputy Designated Safeguarding Lead, DDSL)

Class Teachers

Miss C Nolan (Rec Class) Mrs J. Catling/Mrs C. Riches (DDSL)(Year 1) Miss R Doyle (Year 2) (DDSL) Miss H. Geoghegan (Year 3) Mrs K. Hallahan (Year 4) Mr S. Walsh (Year 5) Mr Mrs K. Litchfield/Mr A. Ullah (Year 6)

SENCO

Mrs H Nicholls

SENCO (DDSL)

Learning Support Assistants

Mrs T Ali-Shahid (HLTS) (DDSL)
Mrs S Griffiths
Miss L Hill
Mrs L Herbert
Mrs T Kausar
Miss H Smith
Miss E Keegan

Office Staff

Mrs T. Broadhurst (Senior Office Manager)
Mrs R. Khan (Secretary)
Mrs M. Croke (Administrative Assistant)

Building Site Supervisor

Miss L. Goley

Breakfast Club Supervisors

Mrs T Ali

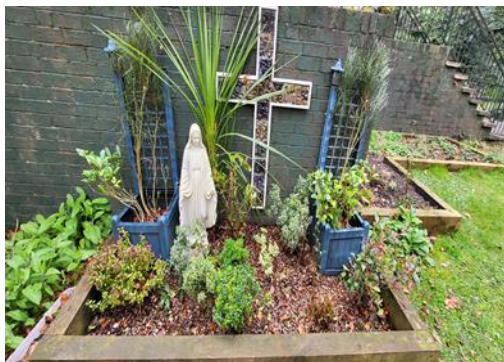
Lunchtime Supervisors:

Mrs S. Akhtar
Mrs A. Hussain
Mrs T. Kausar
Mrs F Kousar
Mrs Z Parveen
Mrs K. Saleh
Mrs J. Saunders

SS. John and Monica **Catholic Primary School**

OUR CORE VALUES & GENERAL AIMS OF THE **SCHOOL**

- To develop a Christ-centred community where the Catholic Faith is nurtured, and knowledge of and respect for other world religions is fostered.
- To establish an environment and ethos (clearly understood values and attitudes) within which individual children may develop their potential to benefit themselves and the rest of society.
- To enable children to acquire the basic skills of literacy and numeracy.
- To enlarge a child's knowledge, experience, and imaginative understanding, thus enhancing their awareness of moral values and capacity for enjoyment.
- To develop in children the ability to make reasoned judgements and choices based on the interpretation and evaluation of relevant information, e.g. to develop a critical and discriminating attitude towards the mass media.
- To help children to appreciate human achievements in art, music, science, technology and literature
- To deliver a high standard of education to all pupils guided by the school Mission Statement and in line with National Curriculum requirements.



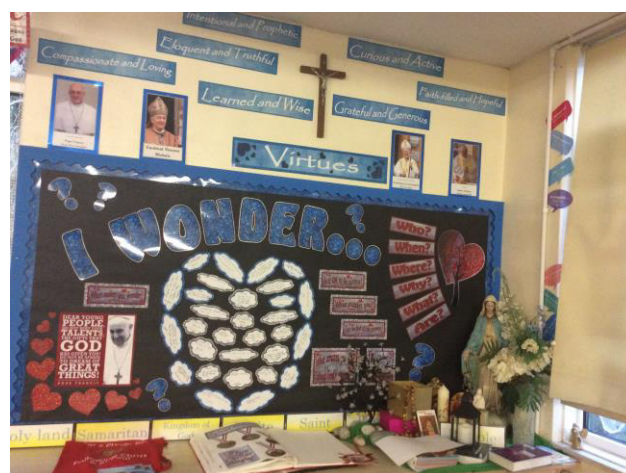


HISTORY OF THE SCHOOL

SS John and Monica Catholic Primary School is a voluntary aided school that opened in September 1980, following the amalgamation of St. John's Infant and SS. Monica Junior School. The premises occupied at present were built in 1970. The school serves the Parish of Ss. John and Martin and draw its children from the Balsall Heath/Moseley area.

As a Catholic School, the basic religious ethos is found across the whole curriculum and not just within religious education lessons. The school's aim is to encourage the Christian growth of the child.

SS John and Monica Catholic Primary School recognises that children must be prepared for life in a diverse society by understanding, respecting, and valuing others.





St John & Martin's Church

Parish Church

SS. John and Martin Church
George St., Balsall Heath,
Birmingham
B12 9RG

Telephone: 0121 440 3025

Parish Priest: Fr. B. Pureti

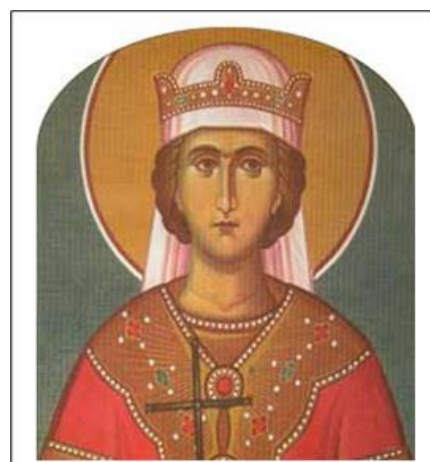
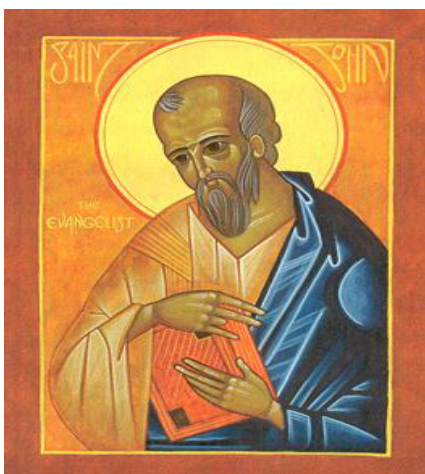
Email:

ssjohnandmartin.bham@rcaob.org.uk

Website:

www.birminghamdiocese.org.uk/st-john-and-st-martin

St John the Evangelist and St Monica are The Patron Saints of our School



SCHOOL CHAPLAIN

Father Babu is our Parish Priest and works closely with the school in many ways, celebrating mass and hearing confessions. He is concerned with the spiritual welfare of the children. We are very fortunate to have such generous support.

SAFEGUARDING & CHILD PROTECTION

Our first priority is your child's welfare; therefore, there may be occasions when our concern about your child means that we have to consult other agencies even before we contact you. The Birmingham Safeguarding Children Partnership has laid down the procedures we follow. If you want to know more about this procedure, please contact the Head Teacher. All Safeguarding and Child Protection is available on the school website. If any parent has a concern about a child, please speak to the Head Teacher, Mrs Elliott (Designated Safeguarding Lead – DSL) or Mr Ullah, Mrs Riches, Mrs Ali, Mrs Nicholls, Mrs Doyle or Mrs Ali (Deputy Designated Safeguarding Leads). Alternatively, phone Birmingham Safeguarding Children Partnership on 0121 303 1888.



PARENTS AND FAMILIES

The school is noted for its family atmosphere, fostered by experienced and dedicated staff.

We enjoy good relationships among ourselves and equally support our pupils and parents.

When we welcome a child, we welcome a family.

Parents' Consultations are twice a year. The first meeting, usually held early in the autumn term, allows parents to discuss how their child has settled in with their new teacher and discuss targets for the year. The second meeting, in the spring term, allows parents to see their children's work and to discuss progress made during the year. A report on your child's progress will be sent home at the end of the summer term. Parents then have the opportunity to come in and discuss the report if they so wish.

However, if you are ever worried about any aspect of school, you should contact us immediately. If you wish to see your child's work or consult the teacher at other times, please contact the School Office to make an appointment. This will ensure that the proper time is given to deal with the matter. In the case of urgent matters, these will be dealt with as a matter of priority. Staff are available after (not before) school.

Whilst we welcome parents' support, recent child protection legislation insists that all adults who work with children have a DBS check (Criminal Records Bureau). Occasional support, such as on school trips, sports days, etc., may be exempt from this.

During the academic year, we run many social and fundraising events. Our Parents Fundraising Team is responsible for some of the fundraising and is always looking for new volunteers.

Parents are warmly invited to your child's class Mass on Thursdays at 9am

Parents of Reception will also be invited to attend a Parents Workshop sometime in the year. These prove to be an invaluable insight to parents about how their child is being taught and will help parents help their child at home with their learning:

FOREST SCHOOL at SS JOHN AND MONICA SCHOOL

In addition to our usual classroom activities, we offer children the chance to participate in Forest School learning sessions on a rolling programme conducted in small groups. We employ the services of a fully qualified Forest School Teacher.

The school provides weatherproof clothing for the sessions, dungarees, jackets, and wellies for the smaller children, as well as rainproof jackets and trousers with wellies for the older children.

We conduct our Forest School sessions throughout the year and in all weathers – rain or shine!



SPECIAL EDUCATIONAL NEEDS & DISABILITIES (SEND)

At SS John and Monica, we understand that each child is unique. We are committed to providing a quality education that caters to their individual needs, be it personal, social, emotional, or academic. We believe that this recognition of individuality is the key to unlocking each child's potential, and we strive to respond quickly and appropriately to their needs.

We recognise that some children will have a "Special Educational Need or Disability" (also referred to as SEND) at some stage of their school life. These needs will come in a range of types (e.g. Moderate Learning Difficulty, Autism), severity and duration and therefore, the need for constant observation, assessment, target setting, liaison with parents and external agencies and review of all children are paramount to fulfilling our commitment to quality education for all. As a result of this assessment and review cycle, we can ensure that all children are offered a broad and balanced curriculum that addresses their individual needs, has staff that are responsive to difficulties, and ensures quick intervention where necessary.

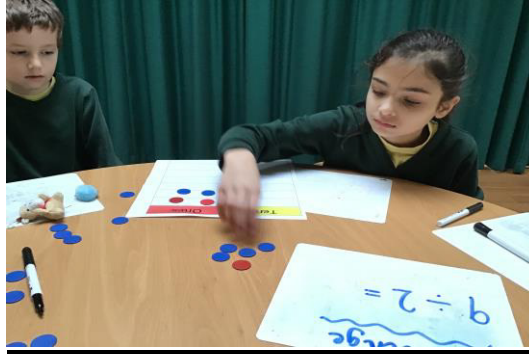
At SS John & Monica's, we strive to bring school and home closer and more effective communication in all aspects of their child's life. We involve parents in all stages of the Special Educational Needs process and aim to provide a supportive network exchange of information and help parents help their children. Changes in circumstances can impact the child's needs, and we encourage parents to contact the school to discuss their children whenever this may be the case. Likewise, teachers will contact parents as soon as difficulties become apparent. The child is central to education, and at all stages of planning and review, we aim to involve children in their goals, ensuring they are consulted whenever practicable and their viewpoint noted. Such records are good indicators of the less measurable success criteria, such as improved self-image, confidence, perceived ability and areas of interest. We aim to give children ownership of their learning and the opportunity to evaluate their achievements.

We respond to the emotional, social, and behavioural needs of pupils who need extra support and have a trained ELSA (Emotional Literacy Support Assistant).

Mental Health and Wellbeing are always at the forefront of our pedagogy, and Mrs Elliott is our trained Mental Health First Aid lead.

All SEND information and policies are on our school website.

Please contact Mrs H Nicholls (SENCO) with any queries related to special needs.



PASTORAL CARE

Our Christian approach to all children makes SS John and Monica School very special because all children, parents and staff belong to a family.

All staff members are very caring from the first day a child enters school, and no pupil should ever feel isolated.

Our school ethos and policies ensure that we respect our non-Christian children's different traditions and faiths.

PHYSICAL EDUCATION

- **ALL** children take part in all P.E., games, sports and swimming (in KS2 only)
- If A child is ill, a child may be excused by a doctor's note or, in exceptional circumstances, a written request from a parent (the Head Teacher gives authorisation).
- Please label all items of clothing, e.g. ties, P.E. kit, jumpers, etc., with your child's name. Children must have complete P.E. kit in school at all times
- Plimsolls/pumps (not trainers) must be worn for PE in the school hall.

Across the school, there are opportunities to participate in PE lessons held by various sports specialists and coaches.

RELATIONSHIP, SEX AND HEALTH EDUCATION

Following the guidance of the statutory government and Diocesan, pupils in all-year bands follow the TenTen scheme, 'Life to the Full,' as part of their relationship education. Health Education is covered using a range of schemes.

HOMEWORK

Homework is set in Reception, and KS1 homework consists of reading, spelling and basic numeracy.

Children in KS2 will be asked to complete specific tasks at home during the week. They will also be expected to know all their tables by the end of Year 4. Homework will increase in Years 5 and 6. A homework policy is available on our school website within our whole school's Teaching & Learning Policy.

SCHOOL DISCIPLINE & RELATIONSHIP AND BEHAVIOUR POLICY

SS John & Monica School upholds the highest standard of discipline, and parents' cooperation and support are essential in maintaining good order within the school. The school follows a Positive Relationship and Behaviour policy, which is available on the school website.

We believe it is essential that SS John and Monica's School be, first and foremost, a place of justice and peace. This philosophy underpins every aspect of our school life. It is evident in our dealings with each other, the curriculum we present to our children and how we deliver it. We are not a Catholic school in name only. Our very ethos proclaims our Christianity and our attitudes and dealings with everyone connected with school life reflect the teachings of Christ.

Our Relationship and Behaviour policy is aimed at helping every member of our school community to fulfil their potential. It intends to help create and maintain a happy, caring environment where people can safely work and play. It promotes reasonable effort and behaviour, builds self-esteem and encourages self-discipline. It should also support those children who find self-discipline more challenging to maintain.

A whole school approach to managing pupil behaviour demands a team effort by all members of the staff, teaching and non-teaching staff alike, where staff are supported and supportive of each other. Adults and children alike must be aware of their individual and collective responsibility for the smooth and safe running of the school.



SCHOOL HOURS

You must get your children to school on time. (in normal circumstances)

<p>Breakfast Club Available from: 8.00am daily</p> <p>School Opens from 8.40am</p> <p>School Starts: 8.50am</p> <p>Rec Lunch: 11.55 – 12.55pm KS1 Lunch: 12.00 - 1.00pm KS2 Lunch: 12.15 – 1.15pm</p> <p>School Closes 3.20pm</p>
--

There is a 15-minute interval during the morning session for both Reception/KS1 and KS2

Children should ***NOT*** arrive at school before 8.40 am unless they use the breakfast club, which opens at 8 am. The school building opens at 8.40 am, and pupils are invited to go straight to their classrooms at this time

At the breakfast club, children have a choice of wholemeal toast, cereal, yoghurt, and fresh fruit. Activities such as physical development, arts and crafts, and games are planned daily. The cost for the breakfast club is £4.00

Please ensure that your child is collected punctually at 3:20 p.m. If you are unexpectedly delayed or if someone else is collecting your child, please inform the school beforehand. There is a fee for parents who collect their children late from school or after school.

SECURITY

- Electronic gates have been fitted to the school's entrance. All parents visiting the school during the day must press the intercom button to gain access.
- All external doors will be kept shut and locked to the outside at all times.
- During the school day, all visitors must sign the digital signing-in screen and wear an identity badge. A member of staff will escort all visitors. People on site without a badge or accompanying staff member will be challenged.
- As the Reception Class, Year 1 and Year 2, have a separate external door, parents will collect them from that door.
- Years 3, 4, 5 & 6 will be dismissed from the Junior Playground at 3.20 pm, where parents can meet them.

SCHOOL UNIFORM

The Governors require all pupils to wear the distinctive SS John and Monica school uniform. This helps to create a feeling of belonging - children can take pride in being a part of SS. John and Monica's family when they wear it. It also has a practical side, in that uniform clothes are made to last, leaving the children's better clothes for home use. Unbranded uniforms may be worn. These are the Governors detailed requirements:

Winter Uniform	Summer Uniform
Grey skirt, pinafore/trousers	Green gingham dress
Green v-neck sweater/cardigan	Grey Shorts
White shirt and school tie	Yellow polo shirt
White/black/grey socks/tights (no leggings)	Green v-neck sweater/cardigan
Sensible black shoes (no slip-ons)	Sensible black shoes (no slip-ons)
Head Scarf	Black, Green & Grey
School Hoodies (PE)	

Please refer to the photographs below:



Uniforms may be purchased from 'Clive Marks'. Certain items may be purchased from the School Office.

- **For safety reasons, No jewellery is allowed in school except for one stud earring in each ear.**

- **Please put your child's name & year in each item of clothing to enable us to return lost property to you.**

PLEASE NOTE: Please ***DO NOT*** allow children to bring toys, mobile phones or games to school - these may become lost or broken and the school can take no responsibility for their safety.

SCHOOL MEALS

Dinner money is to be paid online via www.eduspot.co.uk

1 day lunch money = £2.75
2 days lunch money = £5.50
3 days lunch money = £8.25
4 days lunch money = £11.00
5 days lunch money = £13.75

This price is subject to change by order of the Local Authority.

- Applications/enquiries for free meals should be made to the School Office.
- The school operates a 'Healthy Eating Policy'
- Children may bring a healthy packed lunch. Children bringing a packed lunch can choose to purchase pizza on Friday. Contact the school office for details.
- Please note: liquids ***MAY NOT*** be sent in tins or glass containers.
- All containers should be secure to avoid damage to schoolbooks and P.E. equipment.
- Children may only swap from packed lunches to school dinners and vice-versa at the beginning of a half term.
- Please note that if your child forgets to bring a packed lunch from home, the School will provide one on the day, and you will be charged for it.
- Please note that the Office hours for Parents are 8.40 am-9.00 am and 3.10 pm-3.30 pm. The Office will not be open to Parents dropping off forgotten items outside these hours.

DINNER MONEY

Dinner Money is recorded electronically, and the following procedures need to be followed:

Dinner money must be paid weekly in advance using the School Money online system. An e-mail is generated automatically as a receipt of payment. No cash is accepted in the office.

Please note that the school cannot allow debts to accrue. Debts over £25.00 may be passed onto the School's Debt Collecting Agency. Repeated failure to pay your child's dinner money may result in your child having to bring in a packed lunch.

ABSENCES

Children should attend school every day unless they are too ill to come to school. Please ring the school office on 0121 464 5868 by 9.00 am. You will receive a text from the school asking you to contact us if we do not hear from you on the first day. By governmental policy, the Head Teacher will not authorise holidays during term time. Pupils must be in school for the prescribed 190 days unless they are too ill to attend. The school's detailed attendance policy is available on the school website.

Parents who insist on taking their children away during the school term must complete a Home School Contract and provide evidence of the return flight date. Failure to do this may result in your child being reported to the Missing Children's Team.

The 2025/2026 school target for attendance is **97%** for all pupils in Years Rec - 6. Pupils who attain the school target for attendance will be part of the whole school reward we arrange for the summer term. We hold a focus and punctuality attendance week every month, and children who attend for 100% of that week are entered into a prize draw.

ILLNESS OR ACCIDENT AT SCHOOL

If a child needs to go home due to an illness or accident, the parents will be contacted. **For this reason, we must be informed of any contact number/address change, including a minimum of 3 emergency contact numbers.**

MEDICAL/DENTAL VISITS

The school must be informed when a child will attend a medical appointment. All non-emergency medical appointments should be made outside of school hours to reduce lost learning time for your child. Please report to the School Office before collecting your child. The office will ask to see a copy of the appointment card/letter to confirm why the child is out of school (by our attendance procedures)

NO CHILD may leave the school premises during the day unless an adult accompanies them and they have secured permission from the Head Teacher.

MEDICINES

Wherever possible, you must organise administering your child's medication when they are not in school. Still, if this is not possible because the doctor has

prescribed four daily doses, for example, we will do our best to accommodate you. If your child needs to take medication, you can make arrangements to come into school to administer the medication yourself, or we can supervise your child taking their medication. Parents must remember that staff are not required to give pupils routine medicines, but we will do what we can to support parents who have difficulties managing this due to work or location. We follow the recent Government legislation regarding Managing Medicines in Schools, and parents must complete a form of authorisation for medication to be administered in school.

A staff member will be responsible for the required administration and record-keeping when the medication is for a life-threatening condition.

Under no circumstances should you send your child to school with medication in their bags. The school office will ask you to come into school and sign a document stating the names and doses of any medication your child needs to take. If your child can take the necessary medicine, we will supervise them. The medicine should be delivered to the school office if it has to be on-site during the school day, and we will ensure it is stored correctly. It is the parent's responsibility to provide only what is required and complete the paperwork correctly, or we will be unable to administer the medicines.

If your child has asthma and has a prescribed inhaler from your GP, you should ensure they have a spare one that can be kept in school. It should be clearly labelled with your child's name and expiry date. If your child requires a spacer, the family must provide it. Each class has an asthma box that is accessible to your child at all times. It is the parent's responsibility to check expiration dates. Only reliever inhalers, which are usually blue, are allowed in school.

Pupils who require Epipens or Piriton (anti-histamine) must have them prescribed by their doctor. These must be labelled with the child's name, date of birth and date of prescription.

SCHOOL BOOKS AND MUSICAL INSTRUMENTS

Children are encouraged to take books home. However, loss, misuse, or damage to books could result in that privilege being withdrawn and a charge being made for the replacement.

If a musical instrument is taken home it must be brought into School each week for lessons.

COMMUNICATION

A regular newsletter is electronically sent by e-mail to keep parents informed of the activities taking place in school. This newsletter and more information about the school can be found on the school website (www.stjonmon.bham.sch.uk), or you can join us on our Instagram page (ssjohnmonicatholicschool). Important dates, such as holidays and trips, are included.

Class Dojo is our other main means of communication.

EXTRA-CURRICULAR ACTIVITIES 2025//2026

We offer a range of extracurricular activities on a rolling programme across the year.

All internal clubs charge £4.75 per session. External clubs are run by a private company that is fully DBS-checked.

PARKING

Please remember to be courteous and safe in your parking. Only park where there are no zig-zag lines, and do not block the driveways of the neighbouring houses. Many of our families live within walking distance of the school. Why not park a reasonable walking distance from the school to allow your child to exercise in the fresh air and save on congestion around the school? We are continually looking at ways to improve the air quality of our school environment.

HOLIDAY DATES 2025/2026

Autumn Term 2025

Open	Close
Tuesday 2 nd September	Friday 24 th October
Tuesday 4 th November	Friday 19 th December

Spring Term 2026

Open	Close
Tuesday 6 th January	Friday 13 th February
Monday 23 rd February	Friday 27 th March

Summer Term 2026

Open	Close
Tuesday 14 th April	Friday 22 nd May
Monday 1 st June	Friday 17 th July

N.B. There are 5 Teacher Training Days:

Monday 1st September
Monday 3rd November

Monday 5th January
Monday 13th April
Monday 20th July

CHARGING AND REMISSIONS

A copy of this policy is available from the school office.

COMPLAINTS

A copy of the Complaints policy is available from the school office and on the school website.

TELEPHONE NUMBERS

Birmingham Education Department General Enquiries 236 1368

Ss. John and Monica School Tel: 464 5868

E-Mail: enquiry@stjonmon.bham.sch.uk

Website: www.ssjonmon.bham.sch.uk

SS. John and Martin Presbytery 440 3025