

St Mary and St Andrew's school







Mater Ecclesiae Multi-Academy Trust



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Welcome to
**Mater Ecclesiae
Catholic MAT**



Our Mission Statement

At St Mary and St Andrew's

We are guided by God who is at the centre of everything we do.

We support each other to be the best we can be to secure bright futures for everyone.

With our parishes, families and the community,

we work together to create a school that is safe, happy, respectful and inspirational.

Guide us o God to be the best we can be; in every thought, in every word and in every deed.



Information and Where to Find it

A Welcome Pack Email has already been sent out – if you have any problems accessing or using ARBOR speak to us tonight

Other information includes...

- ❖ What can I do to help prepare my child for school?
- ❖ Things I like/Things I don't like/Things I am looking forward to at school/Things I'm not too sure about at school (to complete with your child – please hand in tonight)
- ❖ Attendance
 - ❖ Attendance Policy
 - ❖ Holiday Pattern
- ❖ School Dinners
 - ❖ Ordered in Class, menu on our website
- ❖ Infant Milk Scheme – sign up before 5pm on Tuesday 26th August.
- ❖ Out of School Club, complete form to register book on ARBOR

**Visit our website:
It's all on here!**

www.st-mary-st-andrews.lancs.sch.uk

All other information, including details about UNIFORM, is on our website.

Please read and complete all information carefully.

Working with families

- * Safeguarding leads – Mr Waywell, Mrs Garnett & Mrs Bisby
- * Operation Encompass lead
- * Early Help lead
- * Designated lead teacher
- * Attendance officer
- * External agencies we currently work with:

School nursing team; CANW; CAMHS; audiology; educational psychology; virtual school; SALT; PT; OT

***Please talk to us!**

Attendance

- * <https://www.st-mary-st-andrews.lancs.sch.uk/page/?title=Attendance+and+Holidays&pid=47of>
- * Great attendance is vital for success at school and success in the future too.
- * We monitor attendance daily and inform your child's attendance on newsletters, parents' evenings and communication from the school office
- * 97% minimum target
- * New DfE expectations from September 2024
- * **Please do not take holidays in school time**



Communication

Most communication is shared electronically to all Primary Guardians

- We strongly encourage you to check your emails regularly and at least weekly. Check all folders, including junk!
- ARBOR In-App Messaging – Select ALLOW to enable school to send you push notifications
- MS forms are used to collect data and responses to events (no more paper reply slips!)
- Absences (sickness) call the absence line 01772 862335 **before 8:40am on day of absence** or report on ARBOR (Planned Absence)
- Absences (other i.e. medical appointments, music exams – not holidays) complete MS Form on our [website](#) **at least 24 hours before** to allow the class teachers to be informed for least disruption in class

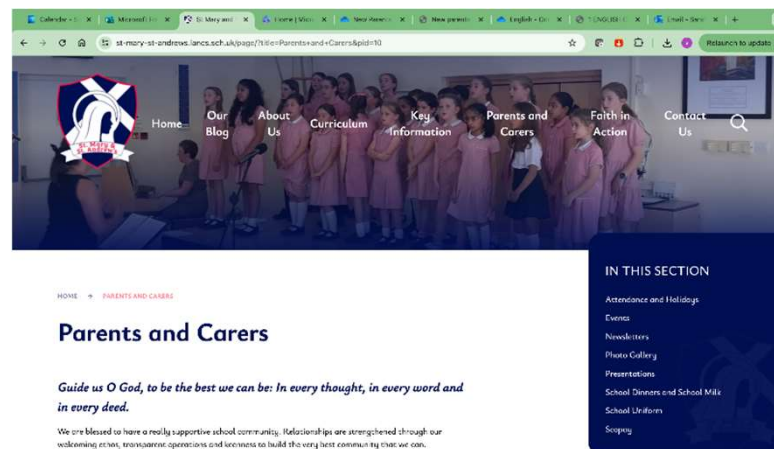
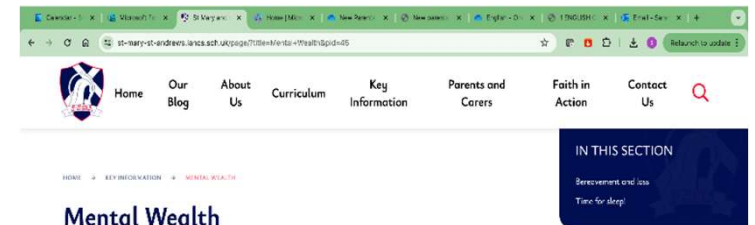
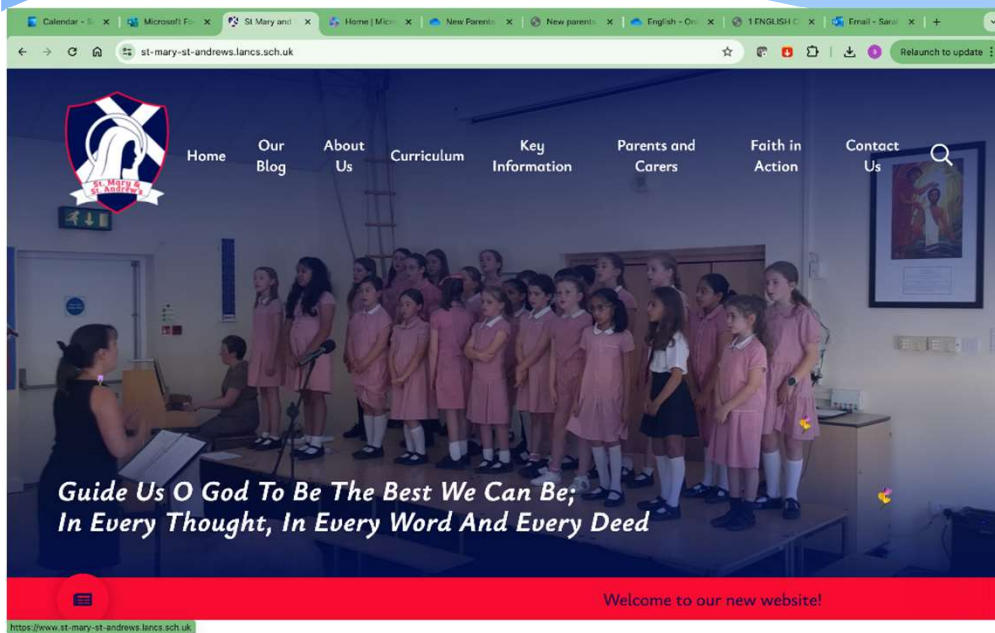
Email the school office for general admin questions (check our [website](#) and [events calendar](#) first) office@st-mary-st-andrews.lancs.sch.uk

Email class teachers for classroom and curriculum queries or concerns staff@st-mary-st-andrews.lancs.sch.uk

Send an In-App Message on ARBOR for general notifications

Our Website

www.st-mary-st-andrews.lancs.sch.uk



School Routines

Start and End of day:

- ❖ School gates open at 8.40am. Children will enter school via the main, side entrance. Mr Waywell/school staff will be there to greet you.
- ❖ Children make their way to class.
- ❖ The gates close at 8.50am and registration begins. Registration ends at 8.55am. After this, your child will be classed as late.
- ❖ Late arrivals should access school via the main, side entrance, accompanied by an adult who must sign the child in.
- ❖ Wrens Class (and any KS2 siblings) usually finish at 3.20pm; the children are released to their parents/carers via the playground.
- ❖ Staff are available at home time to answer any questions. Children attending After School Club will be escorted to club by school staff.

SCHOOL UNIFORM

GIRLS UNIFORM

Winter – (Autumn Term & Spring Term)

Navy blue pinafore, skirt or trousers

Infants -Red Polo shirt

Juniors – White shirt and school tie

Navy blue v-neck school sweatshirt or cardigan

Knee length white socks, or navy tights

Black bar shoes or lace-ups (low heels)

Navy blue fleece, anorak or coat (designer/sports logos, stripes or emblems are not permitted)

Summer – (Summer Term)

Red and white chequered dress

Navy blue v-neck school sweatshirt or cardigan

White knee length or ankle socks

Black bar shoes or lace-ups (low heels)

Navy fleece, anorak or coat (designer/sports logos, stripes or emblems are not permitted)

P.E. KIT

Navy blue shorts, navy PE skort, red 'T' shirt, navy blue school hooded sweatshirt/soft shell jacket, navy blue jog pants. Trainers. Junior children also need Football boots (with studs), gum shield. School P.E. Bag.

Winter Accessories

Navy woollen school hat. Plain navy gloves and scarf. Football scarves, hats and gloves are not permitted.

Summer Accessories

Red school baseball cap

BOYS UNIFORM

Winter – (Autumn Term & Spring Term)

Grey shorts or long trousers

Infants -Red Polo shirt

Juniors – White shirt and school tie

Navy blue v-neck school sweatshirt

Grey socks

Black lace-up or Velcro strap shoes (no trainers)

Navy blue fleece, anorak or coat (designer/sports logos, stripes or emblems are not permitted)

Summer – (Summer Term)

As winter – Junior boys can wear Red Polo shirt instead of white shirt and tie

School Dinners

Mrs Flynn, our Catering Manager, prepares our school lunches on site. Lancashire County Council develop the menus which meet the School Food Standards which were introduced from January 2015 as part of the School Food Plan.

These menus aim to help children enjoy healthy balanced meals containing lower fat, protein items and plenty of starchy carbohydrates, accompanied by lots of seasonal vegetables, salad and fruit. Using healthier ingredients for the recipes and ideas from children the menus have been developed to meet the Government's School Food Standards.

All children in reception and years one and two are entitled to free meals as part of the Government's new Universal Infant Free School Meal. This is worth up to £551 per year per child.

WEEK ONE <i>Weeks Commencing:</i> 28th Apr 19th May 9th & 30th Jun 21st Jul 11th Aug 1st & 22nd Sep 13th Oct 3rd Nov	F+ Spring & Summer 2025	MONDAY	SUGARWISE TUESDAY	WEDNESDAY	SUGARWISE THURSDAY	FRIDAY FAVOURITES
	Traditional Main Course	Oriental Style Chicken & Sweetcorn Meatballs with Mixed Rice or Noodles	Puff Pastry Cheese Whirl with Herby Potatoes Garden Peas or Baked Beans (v)	Roast Gammon or Vegetarian Meatballs with Roast Potatoes, Seasonal Vegetables & Gravy	Booths Beef or Vegetable Burger with Tortilla Chips Vegetable Sticks & Dips	Golden Crumb Fish or Vegetable Fingers with Oven Baked Chips Garden Peas or Baked Beans
	Alternative Choice	Tomato & Mascarpone Pasta with Homemade Herby Bread & Salad Selection (v)	Vegetable Tikka Curry with Mixed Rice & Naan Bread (v)	Summer Picnic Lunch Buffet Sausage Roll Assorted Sandwiches Tortilla Chips Vegetable Sticks & Dips	Pasta Tubes & Tomato Sauce with Homemade Dough Balls & Salad Selection (v)	Homemade Pizza Margherita with Oven Baked Chips Garden Peas or Baked Beans (v)
	Jackets & Sandwiches	Choice of filled Sandwiches with Tortilla Chips Vegetable Sticks & Dips	Cooks Choice of filled Oven Baked Jacket Potato with Freshly Prepared Salad Selection	Cooks Choice of filled Oven Baked Jacket Potato with Freshly Prepared Salad Selection	Cooks Choice of filled Oven Baked Jacket Potato with Freshly Prepared Salad Selection	Choice of filled Sandwiches with Oven Baked Chips Vegetable Sticks & Dips
	Dessert Choices	Sticky Toffee Cupcake Cooks Choice of Jelly Fruit Yoghurt ~ Fruit Selection & Milk	Vanilla Shortbread & Fruit Wedges Cooks Choice of Jelly Fruit Yoghurt ~ Fruit Selection & Milk	Ice Cream & Dessert Sauce Cooks Choice of Jelly Fruit Yoghurt ~ Fruit Selection & Milk	Mixed Fruit Medley Cooks Choice of Jelly Fruit Yoghurt ~ Fruit Selection & Milk	Chocolate Cookie Cooks Choice of Jelly Fruit Yoghurt ~ Fruit Selection & Milk
WEEK TWO <i>Weeks Commencing:</i> 5th & 26th May 16th Jun 7th & 28th Jul 18th Aug 8th & 29th Sep 20th Oct		MEAT FREE MONDAY	SUGARWISE TUESDAY	WEDNESDAY	SUGARWISE THURSDAY	FRIDAY FAVOURITES
	Traditional Main Course	Vegetarian Sausage Roll with Herby Potatoes Mixed Vegetable Medley or Baked Beans (v)	Southern Style Chicken Goujons & Dips with Mild Chilli Wedges Garden Peas & Sweetcorn	Booths Pork or Vegetarian Sausages & Yorkshire Pudding with Mashed Potatoes, Seasonal Vegetables & Gravy	Cooks Choice of Chicken or Vegetarian Curry with Mixed Rice & Naan Bread	Harry Ramsden's Crispy Battered Fish or Vegetable Fingers with Oven Baked Chips & Mushy Peas
	Alternative Choice	Loaded Vegetable & Baked Bean Taco with Rainbow Vegetable Rice (v)	Mac 'n' Cheese with Homemade Crusty Bread & Mixed Salad (v)	Spaghetti Arrabbiata with Homemade Dough Balls & Salad Selection (v)	Homemade Cheese Flan with Baby Potatoes Baked Beans or Mixed Salad (v)	Homemade Pizza Margherita with Oven Baked Chips & Sweetcorn (v)
	Jackets & Sandwiches	Cooks Choice of filled Oven Baked Jacket Potato with Freshly Prepared Salad Selection (v)	Choice of filled Sandwiches with Tortilla Chips Vegetable Sticks & Dips	Cooks Choice of filled Oven Baked Jacket Potato with Freshly Prepared Salad Selection	Cooks Choice of filled Oven Baked Jacket Potato with Freshly Prepared Salad Selection	Choice of filled Sandwiches with Oven Baked Chips Vegetable Sticks & Dips
	Dessert Choices	Marble Traybake & Chocolate Sauce Cooks Choice of Jelly Fruit Yoghurt ~ Fruit Selection & Milk	Lancashire Cheese & Crackers Cooks Choice of Jelly Fruit Yoghurt ~ Fruit Selection & Milk	Raspberry Bun Cooks Choice of Jelly Fruit Yoghurt ~ Fruit Selection & Milk	Lemon Biscuit & Fruit Wedges Cooks Choice of Jelly Fruit Yoghurt ~ Fruit Selection & Milk	Cocoa Krispie Cake Cooks Choice of Jelly Fruit Yoghurt ~ Fruit Selection & Milk
WEEK THREE <i>Weeks Commencing:</i> 21st Apr 2nd & 23rd Jun 14th Jul 4th & 25th Aug 15th Sep 6th & 27th Oct		MONDAY	SUGARWISE TUESDAY	WEDNESDAY	SUGARWISE THURSDAY	FRIDAY FAVOURITES
	Traditional Main Course	Booths Pork or Vegetarian Sausage Hot Dog & Tomato Ketchup with Potato Wedges Garden Peas & Sweetcorn	Golden Crumb Salmon or Vegetable Fingers with Paprika Potatoes Mixed Vegetable Medley or Baked Beans	Roast Chicken or Roast Quorn Fillet with Roast Potatoes, Seasonal Vegetables & Gravy	Spaghetti Bolognese with Homemade Dough Balls & Salad Selection	Golden Crumb Fish or Vegetable Fingers with Oven Baked Chips Garden Peas or Baked Beans
	Alternative Choice	Pasta Twists & Tomato Sauce with Homemade Dough Balls & Salad Selection (v)	Loaded Pizza Panini with Tortilla Chips Vegetable Sticks & Dips (v)	Tomato & Mascarpone Pasta with Homemade Herby Bread & Salad Selection (v)	Ploughman's Picnic Lunch with Homemade Crusty Bread & Mixed Salad	Homemade Pizza Margherita with Oven Baked Chips Garden Peas or Baked Beans (v)
	Jackets & Sandwiches	Cooks Choice of filled Oven Baked Jacket Potato with Freshly Prepared Salad Selection	Cooks Choice of filled Oven Baked Jacket Potato with Freshly Prepared Salad Selection	Choice of filled Sandwiches with Tortilla Chips Vegetable Sticks & Dips	Cooks Choice of filled Oven Baked Jacket Potato with Freshly Prepared Salad Selection	Choice of filled Sandwiches with Oven Baked Chips Vegetable Sticks & Dips
	Dessert Choices	Oaty Biscuit & Fruit Wedges Cooks Choice of Jelly Fruit Yoghurt ~ Fruit Selection & Milk	Mixed Fruit Medley Cooks Choice of Jelly Fruit Yoghurt ~ Fruit Selection & Milk	Cooks Choice of Mousse Cooks Choice of Jelly Fruit Yoghurt ~ Fruit Selection & Milk	Chocolate Shortbread & Fruit Wedges Cooks Choice of Jelly Fruit Yoghurt ~ Fruit Selection & Milk	Summer Treat Dessert Cooks Choice of Jelly Fruit Yoghurt ~ Fruit Selection & Milk

This is a sample menu, similar to what will be served in September

Universal credit and other benefits

If you receive certain benefits, or have a household income below the Government threshold, please register your entitlement with your area education office. Our School can receive extra funding called the 'Pupil Premium' which is sometimes worth £1,515 per pupil to the school.

Can I claim free school meals for my older children? Yes you can, if you are on certain benefits. Complete the Pupil Premium Registration Form linked on our website and let us know

If you are serving with the UK armed forces, please let us know.

What to expect as your child starts school...

and what you can do to help



School induction;

- Pre-school visits by Mrs Bisby & discussions with keyworkers
- * Parents meeting Wednesday 25th June 6-7pm
- * Invite to our Sports Day and Summer Fair on Friday 27th June from 1pm
- * Class 'stay and play sessions', for children only, in July; Wednesday 2nd, 9th & 16th 1.15 – 3pm
- * September start; **Thursday 4th September 9am – 3.15pm.** Mr Waywell invites you to join him in the hall for a 'welcome brew' from 9-9.30am on this first day
Then 8.40am - 3.20pm from Friday 5th September
- * Parents curriculum and reading meeting in September date TBC

What can I do to help prepare my child for school?

- Talk positively about school and if you've any questions, ask!
- If your child has any additional needs or currently receives additional support e.g. Speech and Language Therapy, Paediatrician, Occupational Therapy etc, please let us know. The more we know about your child, the more we can support their transition to school. (see also the Powerpoint from School Nurse service on our website)
- Involve your child in buying and labelling uniform. **LABEL EVERYTHING!** Sew on labels are best. A small, coloured button or ribbon on their coat and bag will also help them distinguish what is theirs.
- Encourage independent self-help skills where possible e.g. dressing including zips and buttons, **toileting**, eating with cutlery, sharing, listening to and following instructions, tidying up! Talk and encourage listening too! Encourage conversation with your child about books, activities, experiences, feelings etc; good communication skills are key to developing sound literacy skills.
- Discuss school menus and encourage a willingness to try new foods.
- Ensure all paperwork, including admission forms, data collection sheets, medical information etc, is returned to school by the due date. **READ ALL EMAILS!**
- Complete the likes and dislikes sheet with your child and return to school.



POSITIVE SUPPORT, ENCOURAGEMENT AND A BIG SMILE!



Our enthusiasm and interest in school rubs off on the children so please do talk positively with them about starting school over the next few weeks.

It's an exciting time!

If, at any time, you have any questions or queries, please don't hesitate to contact us.

Contacting School

By telephone; 01772 862335

by email;

[staff@st-mary-st-
andrews.lancs.sch.uk](mailto:staff@st-mary-st-andrews.lancs.sch.uk)

Please label any current emails as PRE-SCHOOL



We look forward to working
with you and your child

