

# St Bernadette's Catholic Primary School

## PARENT INFORMATION BOOKLET



*'Doing our best for God'*

# Online Forms:

- [Request for Absence](#)
- [Medication Permission Form](#)
- [School Asthma Card](#)

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# Welcome Letter from the Head Teacher

Dear Parents

Thank you for choosing to send your child to St Bernadette's Catholic Primary School. You have entrusted us with the education of your child and we hope, that in partnership, we can ensure that your child is happy, secure and excited by the learning opportunities we provide.

Our school places Christ at the centre of all thoughts, actions and words and we strive to serve, challenge, guide and inspire your child to grow in the image of Christ.

We encourage the children to think about the choices they make each day and the consequences their choices bring. We help them to develop strategies to put right their wrong choices, through forgiveness and tolerance.

We know that these things can only be achieved with your help and support, and therefore our vision is of a whole community working, learning and growing together.

All the staff of St Bernadette's would like to welcome you and look forward to sharing the successes and challenges which lie ahead.

Mrs Alexis Satterthwaite  
**Head Teacher**

# St Bernadette's Catholic Primary School

## Brief History

Sometime in the middle of 1949, while waiting for his church to be built, Fr. Marsden applied for and received, permission to put up a hall. A Nissen hut was erected, and here Mass was said, social events were held and the hut was also used as the school.

St Bernadette's School as we know it, was built in 1970 by Fr (now Canon), Marsden, siting it on the old school's playing fields.

Our present school has been extended several times to meet the needs of a growing Catholic population. Additional classrooms and a library area have been added. Our classrooms are stimulating and well-resourced, interactive displays encourage all children to access learning.

We have a Foundation and Key Stage 1 outside play area, an extensive playground, an all-weather surface pitch area, a huge playing field with a pathway around its perimeter, an environmental garden and interactive play equipment around the grounds.

We have an independent nursery on site with strong links between the school and the nursery. We have a breakfast club for the children of parents who begin work early in the morning and an after school club for the children of parents working after the school day finishes.

All parents are most welcome to visit the school to have a look around, (altered provision re: COVID 19 at present). For a virtual tour of our school please [click here](#).

# MISSION STATEMENT

The primary aims of St Bernadette's School are:

- ✚ To offer opportunities and experiences which will enable the individual (adult or pupil) to grow towards the realization of his/her full potential.
- ✚ To foster sound personal relationships among its members — staff, pupils, parents and governors — in a Christian environment.
- ✚ To affirm the place of worship, prayer and liturgy in the educational experience.
- ✚ To recruit parental help to sustain the development of good relationships.
- ✚ To initiate projects to broaden the school's role in the parish and wider community.

***'Doing our best for God'***

# Our School Day

Effective from September 2021: **(altered provision re: COVID 19 at present)**

The school gates are opened at 8.45am. There will be a KS2 teacher/Head Teacher on duty to usher the children to their relevant classrooms. The children in Years 5 and 6 go straight to their classroom doors and line up outside. Year 3 will line up outside their classroom door off the playground. Year 4 will enter their classroom adjacent to Oskcers, (the after school club building). The doors will open at 8.50am, ready to start the day at 8.55am.

Reception will wait in the playground near to their entrance gate. Years 1 and 2 line up outside the gates to the KS1 outside area, ready for their teacher to collect and take them to their classrooms at 8.50 am.

11.45am – 12.10pm – Reception lunch – outside play 12.10 pm – 12.45 pm.

12.00pm – 12.20pm – Years 1 and 2 lunch – outside play 12.20 pm – 1.00 pm.

12.20pm – 12.40pm – Years 3 and 4 lunch – outside play 12.40 pm – 1.10 pm.

12.45pm – 1.10pm – Years 5 and 6 lunch – outside play 12.25 pm – 1. 10 pm.

At the end of the day we ask you to help us to ensure the safety of your child by collecting them promptly at 3.20pm (infants) and 3.25pm (juniors). It is important for us to know that all children have been collected safely so please inform school with a note in the school diary or a message to the office if you have arranged for someone else to collect your child. If you need to speak to your child's class teacher, at the end of the day, please wait until all the children have been dismissed to ensure the safeguarding of all of our pupils.

# School Curriculum

At St Bernadette's, we strive to provide a rich, broad and balanced curriculum. We have a strong commitment to guiding and supporting all children to succeed whatever their background or ability. We are also dedicated to providing engaging learning, which develops and challenges children, exciting their imagination.

We want our children to develop spiritually, socially, emotionally, physically and academically. As a school, we are committed to establishing a life-long love of learning, enabling our children to take their place confidently within a rapidly changing world. We believe learning should be memorable, hands-on and challenging. We motivate and inspire pupils through high quality and creative teaching and learning. All members of the school community, including pupils, staff, governors, parents and the parish recognise that they hold a stake in St Bernadette's Catholic Primary School and they understand the need to regularly review our practice to ensure we achieve our goals.

Our curriculum will ensure children become fluent and confident readers, developing an appreciation and love of reading whilst gaining knowledge and skills across the curriculum. By being excited by the curriculum and wanting to learn, children will retain key knowledge and establish a range of learning skills including creative thinking, independent questioning, perseverance, resilience and teamwork. Throughout the school day, pupils will continue to develop a sense of morality, respect and community underpinned by British Values and the Gospel teachings.

At St. Bernadette's, we ensure that every child is challenged and makes progress across all areas of the curriculum. Most importantly, we want them to take pride in and responsibility for their own learning. We are committed to raising standards and giving all children the opportunity and the encouragement to realise their full potential.



# Working with the Whole Community

**(altered provision re: COVID 19 at present)**

At St Bernadette's we place great value on the working relationship we have developed with our parents. We recognise the importance of working together and are interested in your views and opinions. We pride ourselves on being a listening school and would therefore always encourage you to share your concerns with us. To keep you informed we produce a weekly newsletter and our website gives you information about the curriculum taught in each class. Our website also shares with parents photographs and information about learning opportunities taking place in school. We invite all parents to share in the Celebration Assembly, held every Friday morning, from 9.00-9.30 am. Here the children will receive, good value certificates, merit badges and talk about the achievements gained outside and inside school.

Links with the Parish are very strong. Our Parish Priest is Father Peter Clarke who is a regular visitor in school. We have a weekly Wednesday mass, in school, with each class having the opportunity to lead this celebration. Parishioners are invited into school regularly for mass, fund raising activities and special assemblies. We are always striving to develop these further and welcome any new ideas. The first Sunday of every month is a Family Mass where children take the lead on this occasion, it is also Food Sunday when parishioners are asked to bring an item of non-perishable food i.e. tins, packets for people in need.

# Fundraising

Although we do not have a formal committee for fundraising, we hold events, throughout the year, and ask for volunteers to support us. Fundraising events help the school to buy equipment and resources that greatly benefit the education of many. The numerous social events also help to enhance the community spirit-watch out for further updates!

Mrs Duke, Our Family Support Worker, hosts tea and coffee afternoons, monthly, on a Tuesday from 2.30pm to 3.20pm. These will have a specific focus to support the parents and children.



The school enjoys close links with the local community. Fire, police and health services regularly visit school to talk about personal health & safety. Children are involved in local initiatives, e.g. fire & road safety, first aid competitions. Key Stage 2 pupils receive training in cycling safety awareness, encouraging the use of bikes for their journey to and from school. All staff have been trained in basic first aid awareness and some staff are trained with extensive first aid.

# Our School Governors

The Governors meet regularly as a full body and in committees, to deal with particular aspects of the school's management. They are committed and involved in all areas of school life and share considerable professional and business expertise. More information regarding our Governing Body

can be found on the School website <https://www.st-bernadette.blackpool.sch.uk/information/governors>

Chairperson

Mr John Ismay

Vice-Chairperson/Local Authority Governor

Cllr Joanne Farrell

Foundation Governors

Father Peter Clarke

Mrs Bernadette Short

Mrs Christine Smith

Mrs Karen Haydon

Mr Warren Dale

Mr Michael Flint

Parent Governors

Mrs Lisa Robins

Mr Frank Kelly

Head Teacher Governor

Mrs Alexis Satterthwaite

Staff Governor

Mrs Denise Duke

# Sending Money into School

## 'We are nearly a cashless school'

Please do not send loose money in your child's bag.

We encourage you to Sign up for ParentPay to pay for dinners, school trips, breakfast/afterschool clubs etc. The office will support you with this.

If at times you need to pay by cash, please come to the school office and you will be given a receipt.



## Correspondence

We have a weekly newsletter which is sent out via e-mail every Friday. This will include, achievements, news of current events and dates for your diary!

Most correspondence is now sent out by email and this is also accessible, on our website, under the 'Parents' tab. Our website address is [stbernadette.schudio.com](http://stbernadette.schudio.com)

We also correspond by text, so please ensure that the school has up to date contact details.

## Lunch (altered provision re: COVID 19 at present)

St Bernadette's has its own kitchen and the meals are prepared daily. These are free to Reception, Year 1 and Year 2 children through the Universal Free School Meal Scheme and also to those that are entitled to Free School Meals.

Salad bar- optional extra for children having a school dinner.

Food allergies need to be backed up with a doctor's letter and then our school kitchen can adhere to your child's needs. Please contact Mrs. Duke if you have any concerns about food.

Packed lunches- children can bring in their own lunch, but we do promote healthy food - no sweets, solid chocolate bars, fizzy drinks, glass bottles or containers; biscuits covered in chocolate, are permitted. Please avoid packing nuts or anything that contains nuts, including. peanut butter, chocolate nut spread (Nutella) etc.

Free breakfasts in all Blackpool schools. Pupils receive a milk drink, piece of fruit and once a week, toast will be provided.

## Medication in School

If your child requires prescription medication, please complete an online medical consent form to allow staff to administer any medication. A link to the online form is at the back of this booklet.

This is only a last resort, we would prefer that all **prescription** medicines are administered before and after school. Please ask your child's doctor if they can prescribe the medicine so that it can be given **3** times a day - morning, straight after school and before bed.

We do not administer any un-prescribed medicine for example: Calpol or Ibuprofen. Certain eczema creams can be brought into school but must be applied by the child.

Asthma — please complete the relevant form within your pack. We will require an inhaler and spacer to stay in school at all times. See asthma policy on the school website for information.

# Attendance

We are proud of our excellent attendance record and we do everything we can to motivate the children to be in school every day.

Please try to make sure that all holidays are booked outside of term time.

Any holidays booked in term time will be recorded as unauthorised absences.

The Pupil Welfare Officer calls in to school fortnightly and looks at the attendance of all our pupils. Those that have fallen below 95% will be monitored and Mrs. Duke, our Family Support Worker, will discuss your child's attendance.

Under exceptional circumstances, absence can be authorised, please see our policy on the school website.

# Absence

If your child is unwell, please ring school and leave a message on our answer machine stating why your child will be absent by 9.15am. If we do not hear from you, Mrs Duke will call your contact numbers to check that all is well.

Any medical appointments must be evidenced, where possible, with a medical card or copy of texts for our school records. Any appointments should be booked outside of school hours if possible.

If your child has been administered first aid care in school, a first aid slip will be stapled into your child's diary. If your child has had a minor bump to the head, a text will be sent out to make you aware, so that you can check for further advice given on the first aid slip — see our Medication/First Aid Policy on our website.

# Birthdays

If your child's birthday falls on a school day only, they may wear their own clothes on that day. Unfortunately, we do not allow any cake/treats for you to hand out to children, as we need to be mindful of children with allergies. Just to remind you re-our policy. We politely ask you not to send into school party invitations to give out. Whilst we understand that not the whole class may be invited, in the past, this has caused upset amongst the children. We suggest you give individual initiations to the parents/children as they leave school.

# Clubs

St Bernadette's offers a wide variety of extra-curricular clubs. These clubs run at the end of the school day, usually until 4.15pm. The clubs are rotated on a half termly basis to be able to offer all children as many activities as possible.

At the end of each school term the children will receive a matrix detailing the different clubs available to each year group for the next term. Examples of the clubs are:

Football	Easy bake
Athletics	Chess club
Netball	School's Alive
Drumming	

Parents will need to complete an online form selecting which clubs their children would like to take part in. Some clubs have limited numbers and therefore operate on a first come first served basis. Please assume that you are successful in gaining a place for a club, you will only be notified if your child is not awarded a place.

There is a small charge for the clubs run by the school of £1.00 per session. Payment is made via ParentPay, our online payment system. Childcare vouchers are accepted for these activities.

The exception to this is the school choir, there is no charge for any child wishing to join.

Further details of all clubs to follow.

# Breakfast/After School Clubs

(altered provision re: COVID 19 at present)

St Bernadette's has a Breakfast and After School Club. These clubs are held in the 'Oskcers' building adjacent to school. The times and charges to the clubs are:

Breakfast Club 7.30 am to 8.50 am

After School Club 3.20 pm to 5.30 pm

**Please note that due to the current COVID-19 pandemic, children must be dropped off between 7.20am - 7.30am for Breakfast Club and collected between 5.20pm - 5.30pm for After School Club.**

Breakfast Club £4.50 per session (from September 2021)

After School Club £7.00 per session (from September 2021)

The clubs are supervised by school staff and the children can enjoy a wide range of activities. Children are also provided with breakfast/a snack.

Sessions should be booked and paid for, using our on-line ParentPay system in advance. Please see the ParentPay guidance. If you would like further advice, please do not hesitate to contact the school office.

Sessions should be booked two days in advance where possible. Emergency bookings can be made by phoning the booking line, 01253 353641, option 1.

**Please note that if sessions are not paid for by the morning of the booking, ParentPay will cancel the booking and the school office will not be aware.**

## Childcare Vouchers

These are accepted for payment of After School Club, Breakfast Club, extra-curricular clubs, music lessons (excluding keyboard) and residential trips. Please reference all payments as 'compsharevoucherstbernadette' details of the different voucher schemes are:

- Computershare- the school's reference number will be required - 0024510822
- Kiddivouchers- the school's Ofsted reference and postcode will be required - 119691 FY2 OAJ
- Enderred- the school's account number will be required - P21129892
- Fideliti – the reference number is - STB053C
- Sodexo vouchers - please see the school office

National Savings –please see the school office

**Further information of all the voucher schemes is available from the school office**



# School Uniform

Children identify with their school through the wearing of school uniform and parents are encouraged to ensure that their children are neatly presented in school uniform. The wearing of uniform also demands that outside school, children should behave in a fashion not likely to bring the school into disrepute.

ALL ITEMS OF CLOTHING MUST BE CLEARLY LABELLED

WINTER UNIFORM	
GIRLS	BOYS
School tie White shirt (short sleeved) Grey skirt/pinafore dress Purple cardigan White socks/grey tights Black sensible school shoes	School tie White shirt (short sleeved) Grey shorts (optional grey long trousers) Purple 'V neck' jumper Grey socks Black sensible school shoes
SUMMER UNIFORM (AFTER EASTER HALF TERM)	
GIRLS	BOYS
Lilac and white gingham dress/culottes Purple cardigan White socks Purple polo t-shirt and grey skirt (optional for Year 6 only) Optional white sensible T-bar sandal/shoes	Purple polo t-shirt Purple 'V neck' pullover Grey socks Grey shorts must be worn during the summer months Year 6 boys can wear long trousers all year round
SWIMMING FOR YEARS 4/5	
Trunks for boys. Full costume for girls.	
A school swimming cap must be worn if your child (boy or girl) has long hair	
PE KIT (ALL PUPILS) NO SPORTS LOGOS	GAMES KIT (JUNIORS – Years 3, 4, 5 & 6) NO SPORTS LOGOS
Black shorts (from September 2019) White t-shirt Purple sweatshirt - Optional Black tracksuit Bottoms Plimsolls (with elasticated sides) (NOT trainers!)	PE Kit (as left column) Purple sweatshirt (optional) White/grey socks (as per uniform) Trainers (football boots if required for clubs/matches) Plain black tracksuit Bottoms (Winter months)
<b>SCHOOL BAGS</b> – A school book bag is compulsory for Year Reception, 1 and 2. If your child is in the Juniors (Years 3, 4, 5 & 6) children may come to school with a suitable named, <b>small bag/rucksack</b> of their choice.	
<b>JEWELLERY</b> – Apart from wrist watches, jewellery should not be worn. If a child's ears have been pierced, only small plain studs should be worn, but while participating in swimming or games/PE, the child will not be allowed to wear any type of ear adornment for safety reasons. Parents who allow their child to have an ear/s pierced during term time or immediately before the start of term, <b>effectively excludes that child from the curriculum activities identified above.</b>	
<b>HAIR</b> – Hair must be neat and tidy. Long hair must be tied back. Extreme hairstyles are not permitted eg. Not patterned, stepped or shaved and cut no shorter than a number 2. Large decorative hair accessories are also unacceptable i.e. large bows, flowers, headbands with ears etc. If you are at all unsure then please ask advice from the Head Teacher.	

**SUPPLIER: Our uniform/accessories are available to purchase at  
Bispham Clothing, 7 All Hallows Road, Bispham (in the Village)**

# SCHOOL TERM AND HOLIDAY PATTERN

## ACADEMIC YEAR 2021/2022

### Autumn Term 2021

Open on	Thursday, 2nd September 2021
Half-Term Closure at 3.25pm	Thursday, 21st October 2021
Re-open	Monday, 1st November 2021
Closure at 2pm on	Friday, 17th December 2021

### Spring Term 2022

Open on	Tuesday, 4th January 2022
Half-Term Closure at 3.25pm	Friday, 11th February 2022
Re-open	Tuesday, 22nd February 2022
Closure at 2pm on	Thursday, 14th April 2022

### Summer Term 2022

Open on	Monday, 25th April 2022
May Day Holiday	Monday, 2nd May 2022
Half-Term Closure at 3.25pm	Friday, 27th May 2022
Re-open	Monday, 13th June 2022
Closure at 2pm on	Wednesday 20th July 2022

## HOME SCHOOL AGREEMENT

### Pupil/Intranet/Internet

As a school user of the Intranet/Internet, my child will agree to comply with school rules. They will use the network in a responsible way under adult supervision and observe all the restrictions explained to me by the school.

As the parents, I hereby grant permission for him or her to avail themselves of this facility including (in Upper Key Stage 2) the processing of email, which can only be undertaken with the direct supervision of a teacher or adult under his or her direction.

Child's Name

Parent/Carer Signature    Date

### STATEMENT OF PURPOSE

A good school sees that all pupils develop to their best potential.

A good school encourages children to think and decide for themselves within a framework which promotes attitude of mutual respect and responsibility.

A good school is distinguished by the quality of care extended to all its members.

A good school attaches high priority to strong links between school, governors, home and community and encourages their active involvement.

We endeavour to make St Bernadette's Catholic Primary a very good school.

### **The family will:**

- Make sure that the child is delivered to and collected from school punctually, and attends school regularly during term time.
- Notify the school by 9.15am on the first day of a child's absence.
- Support the school's policies on behaviour, homework, uniform, jewellery and medicines and advise the school of any health or relevant family problems.
- Attend Parent's Evenings to discuss their child's progress.
- Support your children by listening to them read a wide range of reading materials regularly, share stories and listen to the child read aloud as requested by the class teacher. Encourage your children to do their homework
- in a suitable atmosphere.
- Take full responsibility for children's belongings brought into school and all items of their clothing.
- Make sure that their child/ren follow the behaviour policy as set up by the Governing Body.
- Have a polite and professional discussion with their child/ren's teacher when concerns are raised.

### **The child will:**

- Walk sensibly around school
- Respect people and their property
- Always listen to members of staff and to each other
- Listen so that learning never stops
- Follow the school rules
- Be proud of our uniform and our school
- Do their best for God

Parent/Carer Signature

Child's Signature (if age appropriate)

Date

## **The child will**

- Provide a broad, balanced and relevant curriculum to meet the needs of each child, and the full range of ability within the school.
- Inform parents of their child's progress at parent's evening. Send a written report at the end of each school year, with a further opportunity for parents to speak to staff about the report.
- Operate an 'open door' policy to enable parents to speak to a teacher whenever necessary.
- Provide homework for the children where necessary. This may include reading, spelling and maths activities.
- Use financial and all resources wisely and well for the benefit of all the children in school.
- Encourage children to do their best at all times, to work hard and to take pride in their achievements.

**Mrs Satterthwaite**  
**Head Teacher**