



St Wilfrid's Primary School,

A Catholic Voluntary Academy

2016/17 Prospectus



Welcome

St Wilfrid's is a wonderful, inclusive 'Outstanding' Catholic school where "Everybody Matters". We believe we live this philosophy on a daily basis.

Our children grow, flourish and learn in a supportive, nurturing community, where all members of staff, parents and carers, pupils and governors play a full part in building a community dedicated to the development of every child.

We provide a high quality education with lots of interesting and exciting activities, in a happy and caring atmosphere. We aim to give all of our children an enthusiasm for and a lifelong love of learning.

Prayer and worship are an intrinsically important part of our daily school life. Through getting to know Jesus, our children learn the importance of love and respect for all, and how these values are reflected in their own behaviour and attitudes.

Our school welcomes visits to the school from prospective parents: This gives us a chance to celebrate what we are achieving! Here, you can meet the children and staff, feel the schools warm caring atmosphere and experience the Catholic ethos which is at the heart of everything we do.

Please feel free to contact the school if you would like any more information or would like to arrange a visit.

Paul Scott
Headteacher





Our Vision Statement

Everybody Matters

We are all created in the image of God our Father and loved by Him. We will work to ensure all children know and understand this through everything we do.

Aims for Pupils:

We will promote this vision by working with children and their parents or carers to:

- Provide children with knowledge and understanding of their Catholic Faith;
- Provide a moral framework for decision making for life;
- Develop a life-long interest in learning;
- Ensure that children achieve high standards of academic attainment;
- Enable children to use technology for learning and leisure in appropriate ways;
- Enable children to understand and respect the views of others;
- Promoting forgiveness and reconciliation, enabling the children to learn even through their “mistakes” which are corrected with dignity and patience;
- Ensure that children have high self-esteem and demonstrate this in the respect they show for themselves, others and the environment in which we live.





We believe that we will succeed in this by ensuring that children experience quality in:

- A broad and balanced curriculum;
- An enriched programme of extra-curricular activities;
- High quality teaching from well qualified teachers;
- Access to up to date technology;
- An ethos of support and challenge;
- Learning partnerships between home and school.



We demonstrate our commitment to working as a learning community by:

- Striving for continuous improvement;
- Ensuring all stakeholders are involved in setting goals;
- Ensuring that children enjoy learning and are challenged to meet their potential;
- Looking outward to the wider community and forging partnerships to mutual benefit.



Our Community and Environment

St Wilfrid's School is situated in the suburbs of the South West area of Sheffield. It is part of the Catholic Diocese of Hallam and is a Catholic Voluntary Academy, working in close partnership with St Marie's and St Thomas of Canterbury Primary Schools. We also work in harmony with our feeder parishes of Mother of God and St William of York.



The children are also practically involved in fund raising for many charities as we teach them about helping those in the local and wider community.

We work in an environment where we try to optimise the positive space around us. Our school features elements of a modern design and is built on different levels while some classrooms vary in size. The school is set in a very green environment with a large field, playing grounds and gardening and grassed areas. We are also fortunate to have our own sports hall and wood within our grounds. We use the outdoor environment regularly as part of the curriculum as well as taking part on exciting school residential trips.



Home School Links

We value the links between home and school and the support from parents and guardians.

Parental involvement in school by helping in the classroom or on trips or other activities is encouraged and appreciated. Throughout the year, the school is open to parents for celebration such as class assemblies, Mass, shows and

events the Nativity plays. This gives parents the opportunity to experience the children's learning and see their achievements first hand.

Our aim is to give you a first class feedback on your child's progress. Parents are kept well informed about their child's progress through our regular curriculum information workshops, parent's evenings and a written academic report at the end of the year. Additionally you may make an appointment at any time during the school year to talk to the class teacher, should you wish to do so.

We have an exceptionally supportive and vibrant Parent Teacher Association which holds regular fundraising and social events. They love to meet new members and would welcome your input and support.





Curriculum and Learning

St Wilfrid's last inspection was in 2007 where it was given an outstanding grade. Since this point the results for both Key Stages 1 and 2 have remained outstanding. In addition in November, 2013 we received a Religious Education Section 48 inspection where we were also judged to be outstanding.

We are absolutely committed to high standards in all areas of the curriculum. We place a high priority on teaching children to read and write and have a good understanding of mathematics.



In order to ensure children enjoy their learning, teachers use cross curricular links when planning the curriculum, wherever relevant. We know that children learn best when they are engaged in learning. To ensure this happens, we use a range of educational visits and visiting speakers and enjoy visiting a range of diverse locations on school trips and outings.

Read Write Inc

We are a Read Write Inc school and all Key Stage 1 staff have been trained to deliver this phonics programme for reading, writing and spelling. Read Write Spell is taught throughout Key Stage 2.

There are some great video clips for parents on their website:

www.oup.com/oxed/primary/rwi/forparent





All children are given the opportunity to study a modern foreign language. Music Service teachers visit the school each week. Personal, Social and Health Education and Citizenship are taught throughout school.



The school is passionate about e-learning with a specialist Computing teacher, a modern computing suite, computers, laptops and tablets available in every class. We are proud of how our children are actively engaged in many different aspects of computing and use these skills in many parts of the curriculum.



Science

At the heart of our Science curriculum is a 'hands on' practical approach to learning. Children regularly experience and lead different types of enquiry to further their knowledge and skills. We are supported by external specialists including many of our own parents, throughout the year and especially during events such as the British Science Week.



Our commitment to science education was recognised last year when we were awarded the Gold Standard Primary Science Quality Mark.



Our Religious and Cultural Understanding

Children are given first hand experiences of what they have learned about democratic processes through participation in the school council.

The school devotes 10% of its curriculum time to the teaching of Religious Education. In addition to the teaching of the Catholic Faith children will learn about the religions of other cultures and groups in order to promote tolerance and understanding in our diverse present day society.





Homework

Homework is important in ensuring that your child makes good academic progress. At Key Stage 1 you are encouraged to read with your child each day and spelling or tables may be sent home for your child to learn. There are a range of ICT resources available through our online community. Individual teachers will be able to give you advice on how to access these. At Key Stage 2 your child will receive regular homework in English and maths. If your child tells you they do not have regular homework, please see your child's class teacher. Homework is regularly placed on each child's class blog

Special Educational Needs

We recognise that each child, being created by God, is unique and special and should be given appropriate support and the opportunity to develop **her** or **his** full potential. A Special Educational Need [SEN] is that which significantly affects a child's ability to follow the curriculum. Children with special needs are integrated into the ordinary school programme and have their special needs catered for through differentiation and support.

Our policy on Special Educational Needs is available from school office or on the school website.



Collective Worship

Every day starts with an act of Collective Worship. This may take place in the hall or in a classroom. This is to ensure all children can participate fully in this important aspect of our daily lives. There are a number of masses, class assemblies and other liturgical celebrations which take place during the year. Everybody is invited to attend these special celebrations and we encourage our children to take a leading role in these celebrations wherever possible.



We have a well-attended choir with representatives who have proudly taken part in Sheffield events such as the *Big Sing* as well as representing our school in liturgies and masses.



Sports and Extra Curricular Activities

The school has a fantastic range of extracurricular activities and sporting opportunities. Some clubs are run by outside providers, for which there is a charge but many are free and provided by school staff.

These include: Art Club, Athletics, Basketball, Choir Club, Cricket, Dancing classes, Drama Club, Football, Gymnastics, Hockey, Karate, Netball, Orienteering, Table Tennis, Tennis, Rugby, Tennis, Ukulele Club, Yoga and much more.

The after school activities often vary throughout the year so that there is a good balance and we can take advantage of opportunities on offer from the Links Sports Partnership. The school takes part in many sporting competitions and has a wide variety of sporting teams to fit the talents and interests of your child.



Before And After School Care

There is a Breakfast Club on site run by an outsider provider. The Breakfast club runs every morning from 7.30am until the start of the school day. This is a welcoming environment where children sit together to eat breakfast and engage in polite conversation. After breakfast, children may play board games together or take part in other quiet activities. The children really enjoy coming to breakfast club and this provides a positive start to their busy days.

There is also an after school club run on **our** site by an outside provider. This runs from straight after school until 5.45pm. The children are given a snack and a drink and take part in a wide variety of craft, games and physical activities in the school hall and grounds. The children really enjoy coming to the after school club to spend time with friends. There is a charge for both these services.

Pastoral Care

"One of the reasons for pupils' excellent academic achievement is their outstanding personal development". Ofsted Inspection report October 2007.

The welfare and happiness of our children is our main concern. Every child has a pastoral record which is monitored by members of our **Pastoral Support Team**. We offer a range of support programmes for both children and their parents, when needed. You may either approach your child's class teacher or a member of the pastoral support team regarding any concerns you may have. All issues are dealt with in confidence.

Medical Procedures

A copy of our medical procedure is available from the school office. Our policy seeks to ensure that children are able to attend school as frequently as possible, and support their physical wellbeing.

Safeguarding

We take the issues surrounding the safety of our children very seriously. Our designated leader on child protection is our Deputy Head, Mrs D Connolly-and she is supported by Mrs McLoughlin, our Learning Mentor. Our policy is available outside the office and procedures to protect your child are in place. If you have any concerns or wish to know more about this area of school life, please contact either of the above people.

Attendance

High attendance at school is extremely important if the children are to reach their full potential. Parents or guardians must inform the school by 9.25am on the first day of absence. The school uses a coding system to record absence and therefore it is important that the school knows the reason for any absence.

The Educational Welfare Service will be involved for poor attendance or continual lateness. Holidays in term time will not be authorised.



School Uniform

Sky blue shirt, school trousers, skirt or pinafore (mid grey), school tie (Rec – KS1 elasticated option), a school jumper/cardigan, grey socks or tights. In Summer the children can also wear a royal blue short sleeved polo shirt with the school logo on and mid grey knee length shorts/skirt or a blue and white checked dress.

Shoes

Black sensible shoes without logos should be worn in school all year around. Trainers and 'branded' fashion shoes must not be worn in school. Boots can be worn into school in adverse weather then removed to change into shoes. No logos should be visible. For health and safety Reasons we are unable to allow open toe sandals.



PE KIT



T-shirt in your child's House colour:

- Red –St. George
- Royal blue- St. Andrew
- Green- St. Patrick
- Yellow – St. David

Navy blue shorts for summer and tracksuit for winter. Black or white trainers should be worn for outdoor PE and CLEAN black or white trainers or black plimsolls should be worn for indoor PE. Where appropriate, children should tie their hair up during PE lessons.





JEWELLERY

Children may wear only a pair of stud earrings and a watch: No hooped earrings, necklaces, rings or bracelets are allowed. No deliberate marks/cuts allowed in eyebrows. However, children may wear a small crucifix, but this must be worn underneath their shirt.

For Health and Safety reasons children may not participate in PE if wearing earrings. Please ensure that they can remove them themselves or do not wear them on days of PE or Swimming.

HAIR

The school does not allow extremes of hair fashion i.e. no lines, cuts, patterns, shaved heads, or obvious dyeing of the hair. Hair should look natural. Hair must be kept tidy in the interests of safety (with long hair tied back).

Please check with school first if you are unsure.

Clothing should be clearly labelled with the child's name. Name tapes sewed into clothing is preferable as pen fades during washing.

Coats are a personal choice, but hoodies, sweatshirts and denim jackets are not permissible. There is the option if you wish to purchase a school coat with the school logo on from the uniform provider. (see website)

In all matters concerning uniform, the Head Teacher's decision is final.

Behaviour

We have high expectations of our pupils in terms of their behaviour. The School Council takes an active role in setting rules and our children understand that these are there to ensure that everybody feels safe at school, is able to learn in the classroom and is treated with respect.

We promote good behaviour with a system of rewards which motivate the children to achieve well and care for each other.

Children also understand that there are consequences for inappropriate behaviour and these include sanctions such as loss of playtime.

Travel to School

The main aim of our school travel plan is to improve the safety of our children on their journey to and from school. Children are encouraged to walk to school whenever possible.



Class Organisation

The published admission number for St Wilfrid's is 40. As a result children may often be taught in mixed age classes and may not progress through school with the same group of children but the children usually adapt very well and many classes are mixed for some whole school activities.

Grievances

A copy of the complaints procedure may be obtained from the school office or on the school website

Equality

Christ is the foundation of everything we do and the Gospels provide us with our influence and inspiration. The schools are therefore committed to promoting:

The uniqueness of the individual

The search for excellence

The education of the whole person

The education of all moral principles.

Ofsted Report

"St Wilfrid's Catholic Primary is an outstanding school. It is well supported by parents and has a good reputation within the community. It is a very happy and friendly school that keeps its motto 'Everybody Matters' at the heart of everything that it does. Pupils say how much they enjoy lessons and taking part in the many exciting activities offered to them. They say, too, that they feel safe and secure at school because they can always turn to understanding adults for help if they need it. Safeguarding and child protection procedures are robust."





Summary of National Curriculum Assessment Results:

2015 St Wilfrid's Primary School Data

Key Stage 1

At the end of Year 2, it is expected that pupils achieve a level 2b and this is considered to be the national average.

	Reading		Writing		Mathematics	
	School	National	School	National	School	National
Level 2b+	96%	82%	87%	72%	91%	82%
Level 3	54%	32%	38%	15%	47%	23%
Average Points Score	18.6	16.6	17	15.3	18	16.4

Key Stage 2

At the end of Year 6, it is expected that pupils achieve a level 4 and this is considered to be the national average. We are proud of all of our pupils and it is excellent that so many of our pupils have achieved level 5 with several pupils even achieving a level 6.

	Grammar, Punctuation and Spelling		Reading		Writing		Mathematics	
	School	National	School	National	School	National	School	National
Level 4+	95%	80%	98%	89%	98%	87%	95%	87%
Level 5+	70%	56%	78%	48%	75%	36%	63%	42%
Level 6	8%	4%	0%	0%	28%	2%	23%	9%



2016/17 Admission Policy

Introduction

St.Wilfrid's Primary School, St.Thomas of Canterbury School and St.Marie's School are Catholic Voluntary Academies in the Diocese of Hallam, working in partnership in the Our Lady Seat of Wisdom Umbrella Trust. Each school provides distinctive Christ centred, Catholic education for children aged 4+ to 11+ years, with priority being given to Catholic children who live within the feeder parishes as identified in Footnote 1.

They are schools in which the Governing Bodies are responsible for admissions. They are guided in that responsibility by the requirements of law; the requirements of the Trust Deed and each school's Instrument of Government; by advice from the Diocesan Trustees and their duty to the Catholic community and the Common Good.

Please note that admission to one of the three schools does not guarantee admission to a Catholic High School, which will have its own admission policy.

Admission Numbers for 2016/17 are:

St Marie's	30
St Thomas of Canterbury	30
St Wilfrid's	40

These numbers have been calculated according to the capacity of the schools, which the law defines.

Co-ordinated Scheme for Admission Arrangements

The co-ordinated scheme for admissions is a mechanism that ensures that all parents/carers resident in Sheffield Local Authority, and who have expressed a preference before the closing date for their child to attend one of these three schools, will receive a single offer of a school place on the same day from the Authority.

In order to provide every parent with an offer of one single place the Authority will be working with the Governing Bodies of the Voluntary Aided primary schools/ Catholic Voluntary Academies within the Sheffield area, including these three schools. Details of the co-ordinated scheme can be obtained from the Authority.

Applications are made by the completion of the COMMON APPLICATION FORM and the Diocese of Hallam ADDITIONAL INFORMATION FORM, both of which are to be found in the LOCAL AUTHORITY ADMISSION BOOKLET and on the SHEFFIELD COUNCIL WEBSITE.

Parental Preference

The Local Authority Common Application Form provides the opportunity for parents/carers to express up to three choices of schools in rank order of preference. You are invited to submit up to three ranked preferences on the Local Authority's Common Application Form. Applications will be considered on an Equal Preference basis, ranking by preference will only be used in the final allocation for a place where there is more than one potential offer.

PLEASE CONTACT US IF YOU NEED ANY HELP IN APPLYING FOR ADMISSION

Date of Admission to the School for 2016/2017 is September 2016



Although the law does not require children to be admitted to school until the beginning of the term following their fifth birthday, in 2016/17 parents will be given an option for their child to enter the primary reception class full or part time from the September after their fourth birthday, choosing for them to start in September or to remain in nursery till January or Easter. The school will consult with any parent who wishes to discuss their choice for their child in the event that they may wish to defer until later in the year or until the end of the term in which the child reaches compulsory school age. If no alternative is requested the Governing Body being the admissions authority for this school, will admit all children into school in September.

Criteria for Admission:

Please note that children who have a Statement of Special Educational Needs that names the school are required by law to be admitted.

Where there are more applications for admission to one of the three schools than the planned admission number stated (see above) the relevant Governing Body will apply the following criteria in strict order of priority:

Should the planned admission number be reached mid-category, the Governing Body, as the admissions authority will make a decision based on distance – with priority for admission being given to children who live nearest to the school as the crow flies. For all three schools this will be the distance measured from the main entrance of the child's home to the main entrance of the chosen school by the Local Authority and provided to the school.

In circumstances where two or more children live the same distance from the school the offer of a place will be decided by drawing lots. The first name drawn will be offered the place.

Category One

Catholic children (see footnote 2) who:-

- a) are Looked After Children or previously Looked After Children (footnote 3)
- b) are siblings (footnote 4) of Catholic children attending that school at the time of admission
- c) live within the relevant feeder parishes for that school (footnote 1)
- d) Baptised Catholic children of staff who have been employed at the school for two or more years at the time at which the application for admission is made

Category Two

Looked After Children or previously Looked After Children (footnote 3) who are not baptised Catholics.

Category Three

Children who have siblings (footnote 4) attending that school at the time of admission.

Category Four

- a) Catholic children who live in other Catholic parishes but who do not have a sibling in the school.
- b) Non-Catholic children of staff who have been employed at the school for two or more years at the time at which the application for admission is made.

Category Five

Children who are members of:

- a) Orthodox Churches as recognised by the Catholic Church (footnote 5) who have sought the written support of their minister and live within the relevant feeder parishes for that school (footnote 1)
- b) Other Christian Churches, who are full members of Churches Together in England (footnote 6) at the time of application, whose parents have sought the written support of their minister and live within the relevant feeder parishes for that school (footnote 1)
- c) Orthodox Churches as recognised by the Catholic Church (footnote 5) who have sought the written support of their minister and live outside the relevant feeder parishes for that school (footnote 1)
- d) Other Christian Churches, who are full members of Churches Together in England (footnote 6) at the time of application, whose parents have sought the written support of their minister and live outside the relevant feeder parishes for that school (footnote 1)



Category Six

Children who are members of other World Faiths whose parents wish their children to be educated in a Christ centred environment and whose parents have the written support of their Religious Leader.

Category Seven

Children with a specific educational, medical or emotional need, who do not come under any of the above categories, provided that appropriate written evidence from a suitably qualified professional, e.g. Doctor or Social Worker, is submitted with the application indicating why that school is the most appropriate setting.

Category Eight

Children whose parents are seeking a Christian environment for their children's education.

Category Nine

Other children

Footnote 1.

St Wilfrid's Primary School Feeder Parishes are the parishes of Mother of God and St Wilfrid; and St William of York.

Footnote 2

"Catholic children"

Catholic children are children who have been baptised into the Roman Catholic Church, those formally received into the Roman Catholic Church, or those whose parents have been formally received into the Roman Catholic Church, Catechumens, Candidates for Reception (those formally preparing to be received into the Roman Catholic Church) or those members of Churches who are in Full Communion with the Roman Catholic Church.

Definition of a Catechumen

Catechumens are those children who have expressed an explicit desire to be baptised into the Roman Catholic Church and who are currently preparing to receive the same by regular participation in Sunday worship and a recognised programme of preparation.

Definition of a Candidate for Reception

Candidates for Reception into Full Communion with the Roman Catholic Church are already baptised in another Christian Tradition, who have expressed an explicit desire to be incorporated into the Roman Catholic Church and who are currently preparing to be received into the Church by regular participation in Sunday worship and a recognised programme of preparation. It is advisable that records of any such reception or incorporation are maintained by the parish.

A list of those Churches which are in Full Communion with the Roman Catholic Church is available from the Diocesan Schools' Department (0114 2566440).

Footnote 3

Definition of 'Looked after children'

A Looked After Child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (Sect 22(1) of the Children Act 1989). A previously Looked After Child is a child who immediately after being looked after became subject to an adoption, residence or special guardianship order.

Footnote 4.

Definition of Sibling

A sibling is defined as children who live as brother or sister in the same house, including natural brothers or sisters, adopted brothers or sisters, stepbrothers or sisters and foster brothers and sisters.



Footnote 5

Orthodox Churches – please contact the Diocesan Schools' Department for further information.

Footnote 6

Churches Together in England -For the most up to date list please see www.churches-together.org.uk or contact the school. Confirmation of full membership of Churches Together in England should be obtained via the Minister / Religious Leader's Reference on the additional information form.

Place of residence

A child will be deemed to live at the residential property at which the parent or persons with parental responsibility for the child resides at the closing date for receiving applications for admission to the school.

Where parental responsibility is held by more than one person and those persons reside in separate properties, the child's ordinary place of residence will be deemed to be that property at which the child resides for the greater part of the week.

Late Applications

Late applications will be dealt with in accordance with the LA scheme.

Waiting List

1. If parents wish, names of children will automatically be placed on the waiting list for that school, when the child has been refused admission.
2. A vacancy only arises in the Reception year when the number of offers to the school falls below the admission number (or a higher admission limit where one has been set).
3. The waiting list will be established on the offer day.
4. The waiting list is determined according to the Governing Body's priority of admission over-subscription criteria.
5. Following the offer day, should an application be received for that school where the pupil has a higher priority, as determined by the admissions criteria for a place at the school, they will be placed on the list above those with a lower priority. (Point 5 only applies to co-ordinated schemes).

False Information

1. Where the relevant Governing Body has made an offer of a place at that school on the basis of a fraudulent or intentionally misleading application from a parent, which has effectively denied a place to a child with a stronger claim to a place at the school, the offer of a place may be withdrawn.
2. Where a child starts attending that school on the basis of fraudulent and intentionally misleading information the place may be withdrawn by the Governing Body, depending on the length of time that the child has been at the school.
3. Where a place or an offer has been withdrawn, the application will be re-considered, by the Governing Body and a right of independent appeal offered if the place is refused.

Applications outside of the normal admissions round

Applications outside of the normal admissions round will be dealt with in accordance with the LA scheme.

Appeals against the Governing Body's decision to refuse admission

1. If a place is not available, parents have the right of appeal. Such appeals against non admission will be heard by an Independent Appeals Panel formed in accordance with the DfE Admissions Appeal Code. Details of the appeals process will be made available to all unsuccessful applicants



2. Parents who intend to make an appeal against the Governing Body's decision to refuse admission must submit a notice of appeal by the date specified in the refusal letter to:

*The Assistant Chief Executive Legal & Governance
Sheffield City Council
Town Hall
Sheffield
S1 2HH*

Appeal hearings will be held in accordance with the timescales specified in the DfE Admission Appeals Code.

Timetable

Details of key dates within the Admissions process are published on the Sheffield City Council Website.

Documentation Required

1. The school requires additional information not contained on the **Common Application Form**. This additional information is needed to place your application in the correct priority of admission category.
2. The **Additional Information Form**, obtainable in the LA admission booklet, should be completed, securely attached to the Common Application form and returned to the LA by the closing date. *(For St Thomas of Canterbury School, the **Declaration of Worship Form** should also be attached to the Common Application Form).*
3. A copy of the child's baptism certificate if the applicant is Roman Catholic
4. Ministers Reference if the child is a member of another Christian Church or other World Faith.

The Additional Information form is not an application for admission to the school and its return does not guarantee a place at the school.

Failure to complete and return the Additional Information form may affect the admission category your application is placed in.

Secondary Transfer

Children transfer to secondary school at the end of the Y6 school year (July). Whilst parents or guardians may express a preference for a choice of secondary school for their child, children from the three schools usually transfer to one of the two Sheffield Catholic high schools. It should be noted that each high school has its own admissions policy and admission to either school is not guaranteed. However, St Wilfrid's Primary School is currently a designated feeder primary schools for both All Saints Catholic High School and Notre Dame High School. Catholic children from the designated feeder schools receive priority for admission.