



ENGLISH MARTYRS CATHOLIC SCHOOL
Diocese of Westminster

PROSPECTUS 2020-21



FOUNDATION STAGE AND PRIMARY EDUCATION

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WELCOME TO ENGLISH MARTYRS CATHOLIC SCHOOL



Whether you already have a child attending English Martyrs Catholic School or are considering applying for a place, we do hope you find the contents of this prospectus informative.

We are immensely proud of our school. It is a model community; a place guided by the Gospel and its values, where we celebrate achievements, where mutual respect is practised and where parents and carers are seen as valued partners in building the foundation of life-long learning. All that we achieve, we achieve with your support.

Our expectations are high and our children always aspire to achieve their very best and enjoy the many opportunities and challenges offered to them. They are polite and well-mannered and are a credit to the school.

Our caring and dedicated team of teaching and non-teaching staff understand the importance of valuing each individual child and ensuring they progress effectively, both academically and socially.

We believe English Martyrs Catholic School offers a rich and varied environment within which your child will flourish. We hope this prospectus helps you understand why we think our school is such a special place.

We look forward to welcoming you soon.

Miss B. Nugent
Headteacher

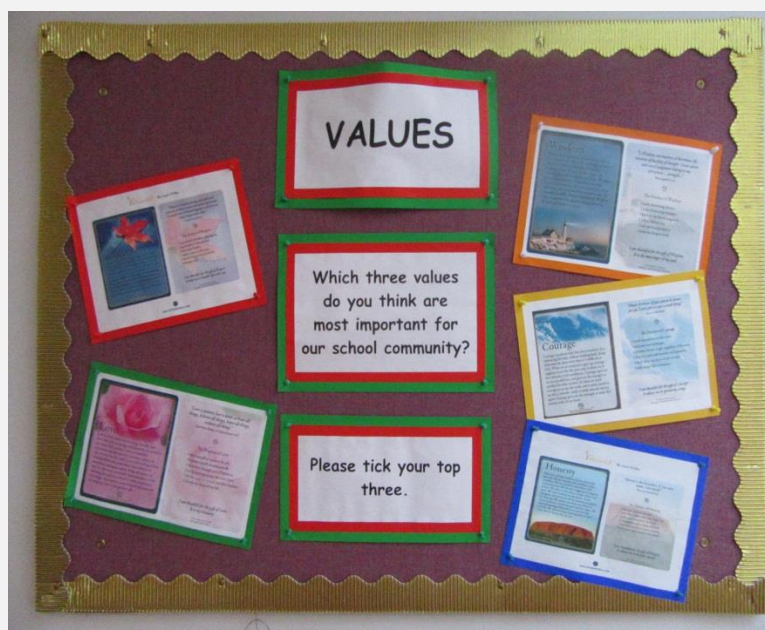
MISSION STATEMENT

"We are special people on a journey, growing and learning together in search of excellence, as we follow in the footsteps of Jesus"

OUR VALUES – "Love, Respect and Honesty"

We aim to:

- educate our children to exhibit and practise Christian values and grow in the understanding of the Catholic faith.
- deliver a broad and balanced curriculum that stimulates, challenges and encourages all children to strive for excellence.
- value our community and seek to involve our staff, pupils, parents and parish in a positive and effective partnership.
- ensure all children are cared for in a secure environment supported by a team of experienced and well qualified staff.
- provide an environment within which:
 - everyone feels valued and able to achieve personal excellence
 - all children are provided with an equal opportunity to develop their abilities and personalities as fully as possible.
 - mutual respect, kindness, honesty, integrity and tolerance are promoted.
 - achievements are rewarded.
 - a healthy and positive lifestyle is promoted.
 - self-confidence, self-esteem and personal responsibility is encouraged.



ABOUT OUR SCHOOL

- A voluntary-aided Catholic primary school.
- Situated within the Diocese of Westminster in the Parish of the Church of the English Martyrs, Tower Hill.
- Co-educational day school for children aged 5-11. Foundation Stage education also provided for pre-school children aged 3-5.

HISTORY

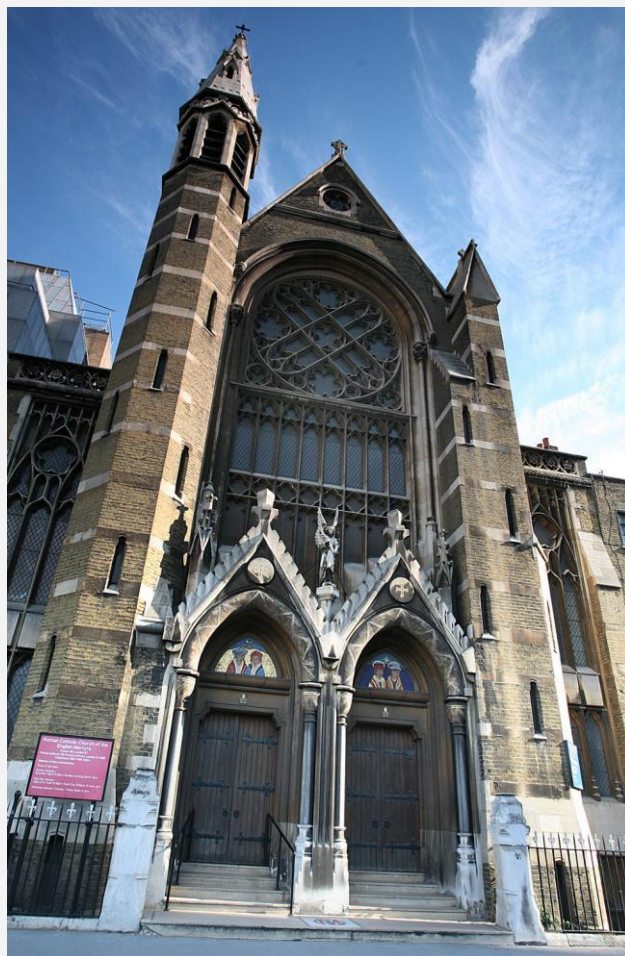
The school was established in the nineteenth century as part of the Tower Hill Mission to serve the needs of a large, deprived Catholic community who lived and worked in the East End and expanding docks area.

The school, then known as Tower Hill School, began operating from a temporary corrugated iron structure that also housed a church and parish centre. On 12th December 1866, Cardinal Manning blessed the building and it was dedicated to the English Martyrs.

From these humble beginnings, the school was moved to nearby Chamber Street, where four women, dedicated to working with the poor, set about teaching the children in the school by day, and adults at night. The Holy Family Sisters arrived in April 1870 and continued providing education for adults and children, before it had become compulsory for all.

In 1870, Tower Hill School's foundation stone was laid by Princess Marguerite of Orleans in the presence of the Duke of Norfolk, Count Denbigh, Earl of Granard and the Marchioness of Londonderry. The four storey building in Chamber Street was completed and opened in 1872. The top floor was used as the parish church until a permanent church could be built.

The present school building was acquired by Father J O'Boyle in St. Mark Street in 1969 during the Centenary Year of the Parish and was opened and blessed on 20th June 1970 by His Eminence Cardinal John Carmel Heenan - exactly 100 years to the day when the foundation stone of the old school was laid.



English Martyrs Church
Tower Hill

PRESENT DAY

Today, the school serves an ethnically and socially diverse area within the Diocese of Westminster. Most pupils attending the school live in the local community.

The 2017 OFSTED report states that **“English Martyrs is a good school where well above average standards have been maintained at Key Stage 1 and 2 and where staff are united in wanting the best for pupils and in pursuing excellence. The proportion of pupils meeting or exceeding expected progress compares favourably with the national picture.”**

“Pupils are extremely proud of their school and take great pride in their work. Their behaviour is impeccable in class and around the school. They manage their behaviour very well.”

Please see link below to 2017 Assessments for Early Years Foundation Stage, Key Stage 1 & 2.

https://www.englishmartyrs.towerhamlets.sch.uk/uploads/1/2/5/0/125029216/re_inspection_report_2016.pdf.



CLASSES

Description	Class	Age
Early Years	Nursery and Reception	3 – 5 year olds
Key Stage 1	Years 1 and 2	6 and 7 year olds
Key Stage 2	Years 3, 4, 5 and 6	8, 9, 10 and 11 year olds

SCHOOL HOURS AND TERM DATES

Pupils are required to attend school at the following times. Parents are notified by letter, text or email of variations to these times such as Public Holidays and In-Service Training days. Term and diary dates are also published on the school's newsletters, website and are available on request from the school office. The school closes at 2pm on the last day of every term and half term.

Nursery 9:15am to 3:10pm Monday to Friday
Reception - Year 6 9:00am to 3:15pm Monday to Friday.

The term dates are available to view on the school website at
<https://www.englishmartyrs.towerhamlets.sch.uk/dates--calendar.html>

SCHOOL UNIFORM

The school places great importance on uniform, and we look to the support of parents to ensure that our uniform guidelines are followed.

Requiring pupils to wear school uniform reflects our belief in the organisation and identity of the school and avoids unfavourable comparisons. It also reinforces the importance of being smart in all aspects of school life - extremes of fashion, particularly in hairstyles, are inappropriate for our school environment. Boys and girls with longer hairstyles are required to keep hair tied back from their face. Children are not allowed to wear any form of jewellery except for small stud earrings.

Full details of our summer and winter school uniforms and PE kit can be obtained from the school office and are published on the school website under the Parents tab.

Personal Property

Children must not bring money or valuable possessions into school as the school cannot accept responsibility for loss or damage. Mobile phones are permitted for children who travel to school alone. They must be switched off and left in the office in the morning and collected at the end of the school day.

SCHOOL BUILDING FUND

As a *voluntary-aided* school, we receive 90 per cent funding for major works and maintenance of the school buildings from the Government. The school has to raise the additional 10 per cent of the cost of the works. The Diocese of Westminster, as our trustee, pays in advance our 10 per cent liability. We, therefore, ask parents for a modest contribution towards such costs at the beginning of each academic year. The Diocese has set up a bank account for the school and all parent contributions to the School Building Fund are placed in it.

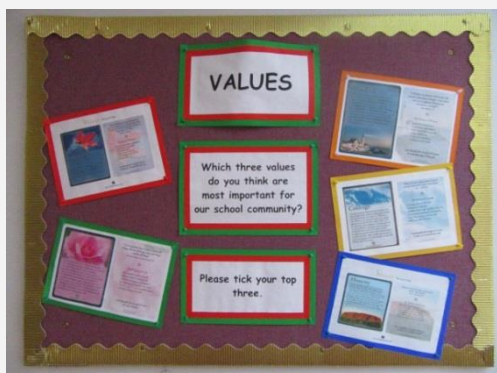
Parental contribution to the School Building is £45.00 per year per child. If parents have three or more children in the school, the fund is reduced to £100.00 per year. Parents may choose from a variety of options; £45.00 in full at the beginning of the school year or £15 termly. Parents are requested to make their payment via Standing Order at the beginning of the Autumn term or contact the office to arrange to pay in instalments.

These contributions make a real and substantial difference to the quality of education we provide for your child. The most recent refurbishments have been the installation of a LED lighting to make the school greener.

During the course of the school year, there will be a variety of fund-raising events for the School Building Fund which we hope you will support.

We aim to plan realistically and use the school resources efficiently to ensure good value for money from the available funds.

Parents are invited to sign a Gift Aid declaration to enable the school to raise further funds for our buildings.



ADMISSIONS

How to apply for a place for your child in 2018

The Governors and the Diocese of Westminster have agreed that the school will admit 30 children into the Reception Class in the course of each school year.

Parents seeking admission for their child to English Martyrs School Nursery Class are invited to make an appointment (when their child reaches his/her second birthday) to visit and meet the Headteacher. During the visit, parents will be given the Nursery application form. You will also be given two Priest Reference forms A (white) and B (purple). Parents are requested to complete form A and take both forms to your Parish Priest. Your Priest will fill in Form B which you must return to the school as part of your application; he will keep Form A for his records.

When a place is offered, you will also be asked to sign a *Home-School Agreement* Form which is designed to help parents and school fully understand the responsibilities they have to each other.

Offer of a place in our Nursery does not guarantee a place in the Reception Class.

Applications for Reception Class 2018 must be made using the Primary Coordinated Admissions Form provided by the London Borough of Tower Hamlets. Parents must also complete the School Supplementary Information Form which is available from the school office and from Pupil Services at LBTH, Mulberry Place, 5 Clove Crescent, London E14 2BJ.

Applications can be returned to the School or directly to the London Borough of Tower Hamlets.



Admissions Criteria 2020 -2011

All applications for places will be considered by reference to the following admission criteria:

1. Looked after Catholic children
2. Children who are baptised practising Catholics and who live in the Parish of English Martyrs
3. Children who are baptised practising Catholics and who live in the Parish of St. Patrick's - Wapping
4. Children who are baptised practising Catholics and who live in neighbouring parishes which are within **Boundary 1**
 - a) St. Anne's - Whitechapel
 - b) Holy Trinity - Southwark
 - c) Our Lady of Saletta - Southwark
 - d) St. Mary Moorfield - City of London
 - e) St. Mary & St. Michael - Stepney
5. Children who are baptised practising Catholics who live in neighbouring parishes which are within **Boundary 2**
 - a) Our Lady of Assumption - Bow
 - b) English Martyrs - Southwark
 - c) Our Lady's - Limehouse
 - d) St Monica's - Hackney
6. Children who are baptised practising Catholics who live in neighbouring parishes which are within **Boundary 3**
 - a) St. Mary & St Joseph's - Poplar
 - b) St. Catherine of Sienna - Bow

Applicants whose children are refused a place have a right to appeal under the terms of the 1980 Education Act. You should note however, that no right of appeal exists in respect of applications for places in the Nursery. (This does not apply to children of nursery age). Information about appeals can be obtained from the school secretary.



OUR SCHOOL COMMUNITY

PARISH & DIOCESE

English Martyrs School is intrinsically linked to the Church. Together, through partnership with our Church and parish community we aim to provide education and learning of the Catholic faith and an experience of Christ through the Sacraments.

Father Alex is our parish priest and regularly visits the school to support religious education and to celebrate Mass during the year. We expect parents to participate in your children's Sacramental journey which begins in Year 3 with First Confession and Holy Communion in your Parish Church.

A key feature of our Catholic ethos is also to support a number of charities. Our Carol Service is held in English Martyrs Church to foster links with our parish community who are invited to school plays, assemblies, concerts and fundraising events. Harvest, Easter, Christmas and Summer concerts raise funds for worthwhile charities.



STAFF

Our team of experienced and highly qualified staff provide a caring and secure learning environment for all children. We aim to provide highly trained and experienced Teaching Assistants to support groups and individual pupils during lessons.

A current list of our teaching and non-teaching staff is available from the school office and is also published on our website



GOVERNING BODY

The Governing Body comprises a group of Governors who are voluntary representatives drawn from different parts of the school community including the Diocese, parents, school staff and Local Authority. This helps to ensure that there is sufficient diversity of views and experience.

The Governing Body has the responsibility for raising school standards through their three key roles of setting strategic direction, ensuring accountability and monitoring and evaluating school performance. The Governing Body meet twice termly and more frequently in committee meetings for School Resources and School Standards.

Parent Governors: Mrs Amy Winkelgrund & Mr Louis Montfort are the elected representatives of the parents and carers of children at the school.

Headteacher: Ms B Nugent

Staff Governor: Mrs Melanie Moore

Local Authority appointed Governor: Mr Michael Topley.

Foundation Governors: Mr Peter Edwards, Ms Catriona Ferris, Ms Gabrielle Ettridge & Ms Claire Watt who are all appointed by the Archbishop of Westminster and his Diocesan Bishops.

Members of the Governing Body are available to meet parents during Parent & Teacher Open Evenings and other times through pre-arranged appointments.



OUR SCHOOL COMMUNITY

PARENTS, CARERS & FRIENDS OF ENGLISH MARTYRS

We believe that a successful education is based upon a positive and effective partnership with parents with whom we work closely to ensure that together we provide a solid foundation for life-long learning.

Parents are welcome to discuss their child's needs at any time by prior appointment.

All parents automatically become members of our Parents' Association 'The Friends of English Martyrs' which provides a social focus for parents, pupils, staff and friends. They also provide invaluable support in raising funds to enhance resources and facilities for pupils attending the school

The association is run by a committee of enthusiastic parents who co-ordinate popular school events and functions. Monthly meetings are held with the school's senior management team to plan forthcoming events and discuss current issues.



BUSINESS PARTNERS

Our proximity to the City of London provides us with Education Business Partners who help pupils with Reading, Mathematics and Computing.

The school actively encourages this partnership with local businesses to support our ongoing programme of development.

Year 5/6 pupils and partners compete in the EBP Number Challenge competition, the winning teams are invited to spend a day at Sussex University.

EQUALITY OF OPPORTUNITY



We want our school community to be a welcoming, safe and happy environment for all who come here.
We want to foster an environment where people are treated with dignity and respect.

Community prayer:

“Let us pray for one another, no matter what our culture, nationality, disability or gender.
Let us all be one in His name”.

Accessibility Policy and Plan

This plan sets out the proposals of the Governing Body of English Martyrs school to increase access to education for disabled pupils in the three areas required by the planning duties in the DDA:

- Increasing the extent to which disabled pupils can participate in the school curriculum;
- Improving the environment of the school to increase the extent to which disabled pupils can take advantage of education and associated services;

Improving the delivery to disabled pupils of information which is provided in writing for pupils who are not disabled.

<https://www.englishmartyrs.towerhamlets.sch.uk/policies.html>

Equality

Equality is about fairness and equality of opportunity and advancing equality of opportunity involves treating people differently. People should not necessarily be treated the same. Some people may need extra help or adjustments to be part of the school community; this includes teachers, administration, cleaning or catering staff employed at the school as well as pupils/ students, parents and school governors.

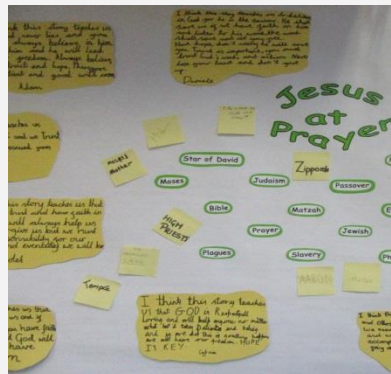
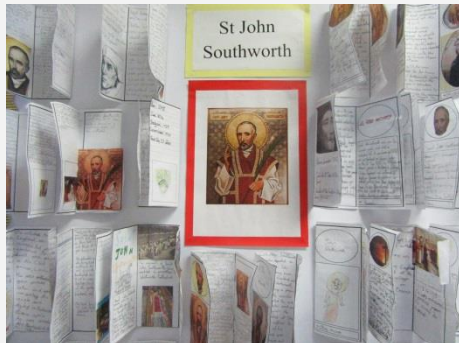
Our Equality Statement aims to strengthen Equality on Safeguarding, Health & Behaviour, Gender, Disability and Ethnicity.

Relating to the Equality Act (2010) there are 9 protected characteristics. These are Age, Disability, Gender reassignment (transgender), Marriage/civil partnership, Pregnancy/maternity, Race, Religious and belief (including no belief), Sex (gender) and Sexual orientation.

<https://www.englishmartyrs.towerhamlets.sch.uk/policies.html>

CURRICULUM

RELIGIOUS EDUCATION



English Martyrs School was graded as a ‘good school’ following the Diocese of Westminster inspection of Religious Education in February 2016.

The report states:

“Pupils value and praise the friendly, caring attitude of the teachers who listen to them, help them to solve any problems and encourage their learning.”

“Pupils are very respectful during prayer; they participate with sincerity and enjoy these experiences.”

In our school Religious Education is the core of the core – not just another subject in the Curriculum, but a way of life. The content of Religious Education is from the Religious Education Curriculum Directory for Catholic Schools and Colleges in England and Wales (*The Department of Catholic Education and Formation of the Catholic Bishops’ Conference of England and Wales 2012*).

Pupils are expected to learn about Religious;

- *beliefs, teachings and sources*
- *celebration and ritual as well as*
- *Social and moral practices and way of life*

Pupils will also reflect on and respond to their own and others’ experiences of what they have learned from Religion through;

- *engagement with their own and others’ beliefs and values, and*
- *engagement with questions of meaning and purpose.*

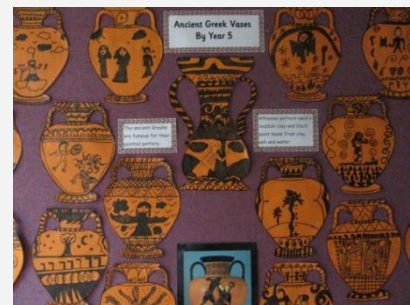
Religious Education also happens through prayer, collective worship, celebration of Mass and hymn singing. We gather together for Liturgical prayer and collective worship regularly. We also provide opportunities for other forms of prayer, meditation, personal prayer and liturgical dance. Parents are invited to attend all celebrations and services and share in the various religious experiences provided for children and families by the school.

Two weeks of the year are dedicated to the teaching of Judaism and Islam. Our aim within this context is that all members of the school community show respect and care for each other and for the wider community of their home and parish.

CURRICULUM

INTRODUCTION

Our curriculum is the experience and activities we provide in the school to educate the whole child. The curriculum is designed to develop enjoyment of, and commitment to learning as a means of encouraging and stimulating the best possible progress and the highest attainment for all pupils. It aims to develop pupils' sense of identity through knowledge and understanding of the spiritual, moral, social and cultural heritages of our diverse society; to enable them to think creatively and critically, to solve problems and to grow into responsible citizens.



SAFEGUARDING

The health, safety and well-being of all our children are of paramount importance. Our children have the right to protection, regardless of age, gender, race, culture or disability.

We require all adults, employees, voluntary workers and supply staff, at this school to have their application vetted by the DBS and List 99 checks prior to employment.

All adults at English Martyrs School receive regular training to raise their awareness of Safeguarding issues and they all share responsibility for keeping the children safe.

Our Safeguarding Policy is available on request from the school office or can be viewed on the school website.



BEHAVIOUR & DISCIPLINE

We aim to instil good behaviour and discipline in all children and a mutual respect for all who work in our school to ensure that the highest standards of teaching and learning can take place.

We believe that children respond positively to praise and affirmation and so to avoid criticism we follow the Golden Rules to promote positive behaviour in school. We celebrate pupils' efforts with Pupil of the Week presentations at our weekly assembly.

All staff are trained to be vigilant for negative behaviour and pupils are encouraged to report problems to staff so that these can be dealt with swiftly. Parents are informed of discipline issues that occur in school and are offered advice and support to encourage their child's positive behaviour.

Pupil misdemeanours are recorded in a Behaviour Logbook which is monitored by senior staff and Governing Body. Parents are encouraged to report any concerns about pupil discipline and behaviour to school staff so that matters can be resolved immediately.

The Behaviour Policy was recently updated to include Green/Yellow/Red time out strategy.



EARLY YEARS FOUNDATION STAGE

We provide a curriculum derived from the Early Years Foundation Stage with a balance between adult-led and child-initiated activities to cover the three prime areas of learning and development;

- Personal, Social and Emotional Development
- Communication and Language
- Physical Development

and the four specific areas of learning and development;

- Mathematics
- Literacy
- Understanding of the World
- Expressive Arts

We are fortunate to have an all-weather playground and a garden, which provide an environment for physical development and the integration of all the areas of learning both indoors and out.



KEY STAGE 1 AND 2

The National Curriculum in England for Key Stages 1 and 2 is taught throughout Key Stage 1 and 2. The Key Stage 1 classes are Years 1 and 2 at the end of which pupils are assessed at age 7 to determine that they are working at the expected level. The Key Stage 2 classes are Years 3, 4, 5 and 6 and pupils are assessed at regular intervals to measure and monitor their achievements and ensure progress for all.



ENGLISH

In English Martyrs School we aim to create an environment where children are enabled to communicate confidently and effectively in all aspects of language; reading, writing, speaking and listening. These skills are taught and developed in their own right and through cross curricular links. Our aim is for every child to gain a love of the world of literature and communication.

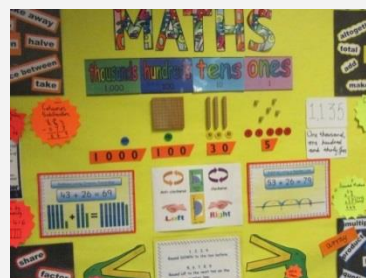
We have an excellent school library containing a wide range of fictional and non-fictional books. In addition, each classroom has its own book area.



MATHEMATICS

Pupils are taught a range of strategies for mental and written calculations to enable them to become numerate.

Parents are invited to attend Numeracy workshops and are provided with materials and guidance to enable them to learn the strategies we teach in school so that they can further support their children's learning.



SCIENCE

We aim to develop an investigative approach to Science. Children make sense of their environment using the school grounds to increase their knowledge, understanding and respect for the natural world. They learn through asking questions and planning ways in which to find answers, this enables the children's natural curiosities to develop into real scientific thinking. In this way they can build up a body of knowledge that not only supports their future learning, but also helps them to appreciate the world around them.



COMPUTING and ONLINE SAFETY



Computing involves the acquisition of computer skills and the application for these skills across the curriculum, beginning in the Foundation Stage and developing through Key Stages 1 and 2. We have a Code Club for Year 5 and will continue to increase our stock of laptops and tablets to develop this area of the curriculum.

Online safety is taught within all aspects of the computing curriculum. We include safe use of social media, digital images and plagiarism as discrete lessons. We hold workshops for staff and parents to keep our community up to date with issues regarding personal online safety. Our technician is available to give advice on digital security and safer use of the internet outside of school.

ART

We believe that art encourages independent thought and helps children to communicate their feelings about their world in which they live.

We provide children with the opportunities and experiences to develop their creative and artistic skills by using a variety of resources, developing different techniques and skills, helping the child enjoy the process and admire the end product. Art is taught discreetly but is also linked to other subjects. Children enjoy and appreciate the work of famous artists by visiting local and national galleries.



DESIGN & TECHNOLOGY

Children are encouraged to work with a variety of materials to design, make and evaluate products. They are encouraged to use skills and techniques appropriate to the task.

Children develop knowledge and understanding of different types of mechanisms, health and safety issues and develop communication skills through collaborative work.

Cooking and nutrition

Pupils learn where food comes from, food preparation, cooking and nutrition.



MUSIC AND DRAMA - THAMES

Our aim is to make our music curriculum a social, joyful and spiritual experience for all children.

The music curriculum is taught to all age groups by specialist music teachers. Children are encouraged to understand, listen, compose, discuss and create music through singing and through playing a range of musical instruments.

Key Stage 2 children have an opportunity to learn Descant Recorder during school hours. Year 4 children participate in the '*Strings Project*' which gives them the opportunity to learn to play the violin or cello. Pupils who show a particular talent for violin or cello may be selected to receive additional tuition.

The School Choir learn a wide repertoire of songs and perform regularly both in and out of school giving pleasure to performers and audiences alike. Parents are invited to attend recitals and concerts to celebrate pupils' talents and achievements.

Children are encouraged to participate in role play and drama through class presentations and assemblies.

Plays and concerts are presented at Christmas, Easter and at the end of the Summer term. Parents are invited to attend all events.



MODERN FOREIGN LANGUAGE

Our Spanish teacher Mrs Carmen Muros is employed to teach pupils in Key Stage 2 to help them understand and respond to spoken and written Spanish.

HUMANITIES

History and Geography are taught in themed units and allow children the opportunity to develop the skills and ideas needed to retrieve and understand information from books, digital media, pictures, people and places.

By using a variety of resources including children's direct experiences pupils begin to understand how people live around the world and have lived in the past. Our aim is for children to develop self-awareness and how they can make a positive contribution to our local community and the world around them.



PHYSICAL EDUCATION – P.E.

Specialist teachers from Fit-For-Sport limited provide a variety of P.E. lessons and a range of after school coaching sessions including gymnastics, games, dance and football.

Children develop an appreciation of the benefits of cooperation and teamwork, and come to understand the advantages of exercise as part of a healthy lifestyle. Children are encouraged to participate in a range of sports activities during playtimes to further develop PE skills.



EXTRA CURRICULAR ACTIVITIES

Activities for pupils include music and sport.

Year 6 pupils attend a residential week in Gorsefield Rural Studies Centre, the Local Authority Schools' residential centre in Stansted Mountfitchet.



SPIRITUAL MORAL SOCIAL & CULTURAL (SMSC)

We provide a range of teaching and learning opportunities including Circle Time, to foster pupils' personal, social and health education and development.

We teach children how to keep safe and manage the risks they may face at school, at home, in their local communities and online. Themes include British Values, bullying, racism, drugs awareness, relationship and sex education, road safety, healthy eating and environmental issues.

Our aim is to increase pupils' self-esteem to help resist peer pressure and make informed decisions when confronting risk.

INCLUSIVE EDUCATION

Every child has the right of access to the same curriculum. The school is committed to the provision of specialist support for children with special needs and employs a dedicated Special Educational Needs Co-ordinator (SENDCO). Meetings are held each term to check and review the needs of pupils in all classes.



We receive specialist support from the Local Authority's 'Support for Learning Services' including Cherrytrees Behaviour Unit and Phoenix Outreach, who provide specialist teachers for pupils with specific learning needs.

Staff have received ELSA training to support children with their emotional development.

Children who do not speak English as their first language receive extra help from our English Additional Language co-ordinator and two part time specialist teachers. This EAL team provide language and other curriculum support for parents and pupils so that pupils have full access to the curriculum throughout KS1 and KS2.

Parents are consulted to help identify children's individual education needs in line with the Disability Discrimination Act.

The school ensures that any child who may have special needs is identified and provided with the correct programme of work and support. We have applied successfully for Education and Health Care Plans (EHCP's) for children with long term needs and have referred children to the Education Psychologist or support teachers for further assessment. The school's Learning Mentor is allocated to work with pupils so that they may achieve their full potential. Parents are always consulted if their child is to be referred to the School Educational Psychologist, Learning Mentor or School Counsellor.

HOMEWORK

Teachers provide parents with information about the class topics and advise parents on how best to support pupils' learning at home. Homework activities for pupils in KS2 are regularly reviewed and take account of pupils/class progress based on formal and informal assessments; therefore, there are occasions when homework may be set more often.

Home / School Reading Record Books are provided for parents to keep a record of and to comment on their child's home reading experiences.

Pupils are set mathematics homework which includes the 'Mathletics' computer-based programme. They are encouraged to use their spellings list to write sentences to develop their language and fluency. The school has paid for 3 years subscription to Purple Mash, with its online resources and activities to practise concepts taught in class.

SECONDARY SCHOOL TRANSFER

As English Martyrs School has provided a Catholic education for pupils, we hope that on transfer to secondary education, parents will seek a place at a Catholic secondary school.

Local Authority procedures for transfer to secondary schools are provided for parents at the end of Years 4 and 5.

Further details on secondary school transfer and a list of secondary schools in the local area and in the Diocese of Westminster can be obtained from the school office and website.

https://www.towerhamlets.gov.uk/ignl/education_and_learning/schools/secondary_schools.aspx

<https://education.rcdow.org.uk/governance-admissions/choosing-a-catholic-secondary-school-2020/>

EDUCATIONAL TRIPS AND VISITS

The School endorses the benefits of education outside the classroom and pupils experience visits to places of social, cultural or historic interest during the academic year.

Under the Education Reform Act 1988, parents may be requested to make a voluntary contribution towards the cost of an activity. Educational visits and some materials for practical lessons are only possible if parents give financial support. No child will be excluded from participation in an activity if parents are unable to pay.

A copy of the school's Charging Policy is available from the school office and can be downloaded from the school website.



ASSESSMENT

Regular use of Teacher Assessment throughout each stage of learning informs parents and teachers of pupils' attainment and progress in all subjects, particularly Reading, Writing and Numeracy.

Key aspects of learning are assessed at the end of Reception Class using the Foundation Stage Profiles and at the end of each year group using a combination of Teacher Assessments and test papers to determine attainment.

We believe that personalised learning enables us to ensure that every child matters. Assessing and marking each pupil's work is an integral part of the learning process as we can identify gaps in pupils' learning as well as pupils' successes and so plan the next stage of the learning journey.

Independent learning is also encouraged through pupils' self and peer assessment which are taught and encouraged in all classes so that pupils are also included in their learning journey.



REPORTING TO PARENTS

Parents are regularly invited to attend curriculum workshops designed to inform them of the teaching methods used in school for reading, writing, spelling and mathematics to enable them to support their children at home. <https://www.compare-school-performance.service.gov.uk/school/100962>

Termly Open Evenings are held during the school year for parents to meet their child's teacher to discuss progress and to receive children's individual curriculum targets. These targets identify key areas for improvement and development to ensure that every child makes suitable progress. Members of the Governing Body are available to meet parents during Open Evenings.

Parents receive a written report of their child's progress, performance and achievements at the end of each academic year.

Parents are invited to make appointments to meet teachers to discuss any aspect of their child's learning and development at any time during the school year.

PROGRESS AND ATTAINMENT

Pupils are assessed regularly in Religious Education, English and Maths as they progress through the school using teacher assessment and formal tests. Results are published for EYFS Profiles, Year 1 Phonics and Year 2 and Year 6 Assessment of Reading, Writing and Mathematics.

Pupils' progress is measured between EYFS to Year 2 and Year 6.



PASTORAL CARE

All members of our school community work together to ensure the well-being of every child in our care. Parents who are new to the Foundation Stage are offered a home visit to begin the partnership between home and school. Parents are encouraged to keep the school informed of any change in circumstances that may affect their child's development and learning.

Our Learning Mentor works with individual pupils and groups of children to support their social and emotional needs. Referrals may also be made to the school's part-time Counsellor / Play Therapist / Mental Health Champions.

PUPIL CONFERENCING

School Council

Pupils in Key Stage 1 and 2 elect class representatives to attend weekly School Council meetings to share ideas about improving the school environment for all. This encourages good collaboration between the pupils and staff. The School Council has also co-ordinated various fundraising activities for nominated charities. Our school councillors are elected by their peers to give pupils a voice in decision making. They are supported by the Learning Mentor and initiate whole school fund raising activities.

Pupil Voice

Circle Time is timetabled for every class which gives children an opportunity to talk about their worries in a safe and secure environment. In addition, individual pupil conferencing between children and their teachers informs the teacher of any academic or personal concerns a child may have.



HEALTH, SAFETY AND WELFARE

The health and welfare of your child is of utmost importance to us. We adhere strictly to the Health and Safety Regulations as set out by the London Borough of Tower Hamlets and to our own Health and Safety policy for the school.

Children who have had an accident or who are taken ill at school are seen by one of our trained first-aiders. Two members of staff are fully trained to administer first aid and all staff have received First Aid Awareness training. If further medical attention is needed or if the child is unfit to be at school, parents will be contacted immediately. Prescribed medicine must be left at the office and parents must complete a Medication Permission Form before staff can give a child any medication.

Parents are required to provide the school with up-to-date contact information and details of how and where they should be contacted in case of an emergency.

The school carries out Health and Safety risk assessments before all school activities and outings.

SCHOOL MEALS AND HEALTHY EATING

The school is committed to the promotion of physical and emotional well-being by providing information that equips pupils with the understanding, skills and attitudes to make informed decisions about their health.

The lunch menu is displayed in each class and pupils are encouraged to make healthy food choices. The school has been upgraded to gold in the School Nutrition Awards and has achieved the Healthy School Award. All pupils receive fresh fruit daily and are encouraged to bring bottled water to school. A wide choice of food, including a range of cultural food dishes, salad bar and vegetarian options are prepared each day in our school kitchen and served by our cook and his team. The menu is provided by London Borough of Tower Hamlets and is made available to all parents and pupils.

All pupils from Reception Class to Year 6 are now entitled to a free school meal. Whilst your child is entitled to a free meal, the school still needs to know details of any entitlement to Income Support to enable us to receive the correct funding. Pupils in Nursery pay for their meals at a cost of £9.50 per week.

Our school breakfast club opens at 8.00am and costs £4 per child per day. Please contact the office for further information.



HEALTH SCREENING

Dental screening and Fluoride applications are given to pupils in Nursery, Reception and Year 1. Medical checks are provided for pupils in the Reception Class and again in Year 6. Pupils in classes Reception to Year 6 are offered the Flu Nasal spray.

PUNCTUALITY AND ATTENDANCE

Parents and guardians have a legal obligation to ensure that children attend school. They must also ensure that their child is on time for school and is dressed in correct school uniform.

The school has a legal obligation to monitor attendance and timekeeping. Holidays taken during term time cannot be authorised. Absences for reasons other than illness will only be authorised in exceptional circumstances and authorisation must be requested in advance from the Headteacher who will apply the school's policy for Holidays and Leave in Term Time. Parents who take their child on holiday during term time will be issued with a Penalty Charge which is currently £60.00 per child for each parent.

Where attendance or punctuality give cause for concern, the parent or guardian of a child will be contacted in an attempt to support the family. Parents will be advised of the consequences of lateness and absence on children's education.

If your child is sick you must inform the school on the first day of the absence. Where no explanation for absence is provided on the first day, the school will contact the parent directly.

Medical and dental appointments should be made outside school hours unless exceptional circumstances apply. Evidence of appointments should be provided to the school secretary, to ensure that your child receives an authorised absence mark for their term of absence.

ENQUIRIES AND CONCERNS

Code of Conduct

We expect all staff, parents and pupils to communicate respectfully and courteously with one another to maintain harmony within our school.

Availability of Staff

Class teachers are available to meet parents at the end of each day after the class has been dismissed. Parents may also contact the school office to arrange alternative appointments to meet teachers.

Complaints Procedure

If parents wish to discuss any matter concerning their child, the first appointment should be made with the class teacher. Should you need to discuss the matter further you should contact the Deputy Headteacher. If the matter is still not resolved parents should contact the school office to request a meeting with the Headteacher.

If parents feel that the matter is still not resolved they have the right to contact the Chair of Governors or the Local Authority. Governors are unable to deal with a complaint unless it has first been raised with school staff.

KEEPING YOU INFORMED

Newsletters

Newsletters for parents and carers are regularly issued from the Headteacher and published on the school website. Parents are encouraged to receive school newsletters via email by registering on the website. Termly letters from the class teacher regarding the curriculum will be published on the school website.

Website

Diary and term dates, day-to-day activities and useful downloadable information can be obtained from the school website at www.englishmartyrs.towerhamlets.sch.uk

Text Messaging Service

In the event of any emergency parents will be contacted via text messaging service. Please ensure that you keep us informed of your most up to date contact details at all times.

Emergency Evacuation Plan

Only in the event of an emergency and when directed by the police will we evacuate the school building. We then implement the evacuation plan and all staff and pupils relocate to English Martyrs Church on Prescott Street and parents will be informed via text message

FURTHER INFORMATION

Diocese

Information about the Diocese of Westminster
<http://www.rcdow.org.uk>

London Borough of Tower Hamlets

<https://www.towerhamlets.gov.uk/Home.aspx>

OFSTED

School inspection reports
<https://reports.ofsted.gov.uk/provider/21/100962>

Healthy School Meals

School Meals website, menus, information for parents and activities for children.
<https://www.myschoollunch.co.uk/towerhamlets/>

Education Services

Department for Education website
<https://www.gov.uk/government/organisations/department-for-education>

CONTACT US

English Martyrs School
St Mark Street
London
E1 8DJ Telephone: 020 7709 0182
Website: www.englishmartyrs.towerhamlets.sch.uk

Headteacher	Miss B Nugent
Chair of Governors	Mr Peter Edwards
Parent Governors	Mrs Amy Winkelgrund & Mr Louis Montfort
Deputy Headteacher/SENDCO	Mrs C Pannell
Deputy Headteacher	Mrs M Moore
English Coordinator	Ms N O'Dea
Mathematics Coordinator	Mrs N Pasha
EAL Coordinator	Ms M Hancock
RE Coordinator	Mrs S Briggs

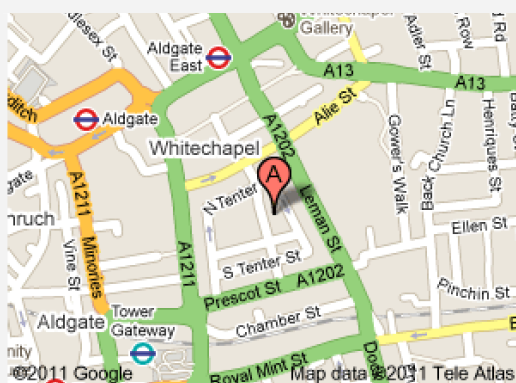
ACCESS TO THE SCHOOL

Access to the Early Years Foundation Stage and Key Stage 1 classes is via the gates on West Tenter Street. Access to the Key Stage 2 classes is via the gate on Scarborough Street. For the Reception and main entrance, please use the gate on St Mark St.

The school is situated just outside Congestion Zone. Parking restrictions apply in all roads around the school.

The school is well served by public transport. Aldgate East Underground station is served by the District and Hammersmith & City lines and is less than three minutes' away. Aldgate is served by Metropolitan and Circle line trains and is also less than three minutes' walk from the school. Tower Hill station is served by District and Circle line trains and is around five minutes' walk from the school. Fenchurch Street Mainline Station is served by trains from Limehouse, Barking and Upminster and is close by Tower Hill Underground station. Tower Gateway station on the Docklands Light Railway (DLR) is close to Tower Hill Underground station.

London Bus routes RV1, 15, 25, 40, 42, 67, 78, 100, 115 and 253 as well as various commuter coach routes all stop close to the school at bus stops situated in The Minories, Mansell Street, Aldgate Bus Station or at Tower Hill. The school is a brisk walk from Liverpool Street mainline station.



STARS - School Travel Plan

Pupils, parents and teachers have been working together to maintain their gold status for 2018/19 STARS School Travel Plan accreditation scheme. We are proud of the support from parents who have been active in encouraging their children to walk to and from school and / or travel by scooter or bicycle.

We have provided training for pupils in using scooters safely when travelling. Year 6 pupils are provided with cycle training and also Evie training in use of public transport in preparation for their use of public transport at secondary transition.

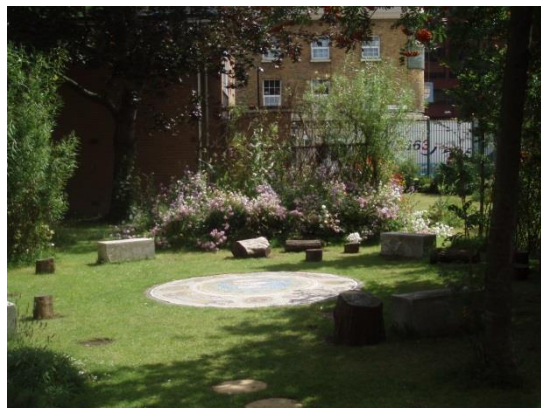
We believe our pupils are safe and confident road and transport users in this very busy part of the city.

Parents have identified safer walking routes to school from Wapping and Commercial Road where most pupils travel from. Pupils have also mapped out their routes to school and identified safe crossing points utilising traffic lights, pelican crossings and traffic islands as well as some hazards that they need to avoid or be alert to.



“All I ever needed to know I learned in nursery”
Most of what I really need to know about how
to live, and what to do, and how to be, I learned in Nursery.
Wisdom was not at the top of the graduate school mountain,
but there in the sandbox at nursery school.
These are the things I learned: Share everything.
Play fair. Don’t hit people. Put things back where you found them.
Clean up your own mess. Don’t take things that aren’t yours.
Say you’re sorry when you hurt somebody. Wash your hands before you eat.
Flush. Warm chocolate chip cookies and cold milk are good for you.
Live a balanced life. Learn some, and think some, and draw and paint
and dance and play, and work every day.
Take a nap every afternoon. When you go out into the world, watch for traffic,
hold hands and stick together. Be aware of wonder.
Remember the little seeds in the plastic cup – they all die. So do we.
And then remember the book about Biff and Chip, and the first word you learned,
the biggest word of all: LOOK. Everything you need to know, is in there somewhere.
The Golden Rule, and love, and basic sanitation. Ecology, and sane living.
Think of what a better world it would be if we all – the whole world –
had cookies and milk about three o’clock every afternoon and then lay down
with our blankets for a nap.
Or if we had a basic policy in our nation and other
nations, to always put things away where we found them
and clean up our own messes.
And it is still true no matter how old you are:
when you go out into the world,
IT IS BEST TO HOLD HANDS AND STICK TOGETHER.

Westminster Adult and Family Education Resource



ENGLISH MARTYRS CATHOLIC SCHOOL
Diocese of Westminster