



St. Mary's
CATHOLIC ACADEMY

Parent Handbook 2017-18

'I have come that you may have life and have it to the full'

John 10:10

CATHOLIC

CARING

COMMUNITY

CHALLENGE

Dates for terms & holidays

The Academy day begins at 08:35 a.m. and closes at 3:10 p.m. (2:40 p.m. on Thursdays). Earlier closing times are announced below.

DATES FOR TERMS AND HOLIDAYS 2017-2018

AUTUMN (Christmas) TERM 2017

Start Wednesday 6th September 2017

Half Term Thursday 26th October to Monday 6th November 2017 (inclusive)

Finish Wednesday 20th December 2017 – Academy closes early at 1:10 p.m.

Inset Days Monday 4th & Tuesday 5th September 2017, Monday 6th November 2017

SPRING (Lent) TERM 2018

Start Monday 8th January 2018

Half Term Monday 12th February to Tuesday 20th February 2018 (inclusive)

Finish Thursday 29th March 2018 - Academy closes early at 1:10 p.m.

Inset Days Thursday 4th & Friday 5th January 2018, Monday 19th & Tuesday 20th February 2018

SUMMER TERM 2018

Start Tuesday 10th April 2018

Half Term Monday 28th May to Friday 1st June 2018 (inclusive)

Finish Friday 20th July 2018 – Academy closes early at 1:10 p.m.

Academy Closed May Day—Monday 7th May 2018

Attendance

At St Mary's we pride ourselves on achieving an outstanding 96% attendance this last academic year. Why does this matter? Because we know that when students attend, we can have a positive impact on their learning and improve their life chances. Research shows without any contradiction, there is a direct link between high attendance and high achievement. Attendance matters.



Admissions Policy

The Blessed Edward Bamber Catholic Multi Academy Trust is responsible for admissions within the requirements of the law. In doing so, the Trust has regard to:

- A. The advice of the Diocesan Trustees on the nature and purpose of Catholic schools;
 - B. The Board's responsibility towards the Academy and the Catholic community it serves;
 - C. The Catholic character of the Academy and its Mission Statement.
- As required by the Education and Inspection Act 2006 and the Education (Admission of Children Looked After) (England) Regulations 2006, St. Mary's Catholic Academy gives the highest priority to Children Looked After. A Child Looked After is a child in the care of the Local Authority or provided with accommodation by the Authority (as defined in Section 22 of the Children's Act 1989) at the time of application and allocation. This definition has been extended to include adopted children who were previously in the care of the local education authority or provided with accommodation by that authority as defined in Section 22 of the Children Act 1989.

OVERSUBSCRIPTION CRITERIA

As required by law, all children with a Statement of Special Educational Needs naming the Academy will automatically be admitted. If more children apply to St. Mary's Catholic Academy than the agreed Admissions Number the following oversubscription criteria will be used.

1. *Baptised Catholic children in the care of the local authority or provided with accommodation by that authority as defined in Section 22 of the Children Act 1989 or adopted Catholic children who were previously in the care of the local education authority or provided with accommodation by that authority as defined in Section 22 of the Children Act 1989.
2. *Baptised Catholic **siblings of Catholic students, already attending St. Mary's Catholic Academy, who attend the following Primary Schools/Academies: St. John Vianney, St. Kentigern, Holy Family, St. Bernadette, Christ the King, Our Lady of the Assumption, St. Cuthbert, St. Mary's, Great Eccleston, St. John's, Poulton, St. Teresa's, Cleveleys.
3. *Baptised Catholic pupils attending the schools named in 2.
4. *Baptised Catholic pupils.
5. Other children in the care of the local authority or provided with accommodation by that authority as defined in Section 22 of the Children Act 1989 or adopted children who were previously in the care of the local education authority or provided with accommodation by that authority as defined in Section 22 of the Children Act 1989.
6. Children of staff employed at St. Mary's Catholic Academy for two or more years or who have been recruited to meet a particular skills shortage.
7. People of faith*** who have siblings, already attending St. Mary's Catholic Academy, who attend the following Primary Schools/Academies: St. John Vianney, St. Kentigern, Holy Family, St. Bernadette, Christ the King, Our Lady of the Assumption, St. Cuthbert, St. Mary's Great Eccleston, St. John's, Poulton, St. Teresa's, Cleveleys.
8. People of faith attending the Primary Schools/Academies named in 8.
9. People of faith who have siblings already attending St. Mary's Catholic Academy.
10. People of faith.
11. Other siblings of students, already attending St. Mary's Catholic

St Mary's Catholic Academy Blackpool is an 11-18 voluntary aided comprehensive academy
Headteacher: Mr. S. Eccles BSc (Hons) MEd Trust Chairman: Mr. B. Leyland
ADMISSIONS TO ST. MARY'S CATHOLIC ACADEMY – SEPTEMBER 2017 ADMISSIONS NUMBER: 210
PLEASE SEE THE FULL POLICY ON THE SCHOOL WEBSITE

- Academy, who attend the following Primary Schools/Academies: St. John Vianney, St. Kentigern, Holy Family, St. Bernadette, Christ the King, Our Lady of the Assumption, St. Cuthbert, St. Mary's Great Eccleston, St. John's, Poulton, St. Teresa's, Cleveleys.
12. Other pupils attending the Primary Schools/Academies named in 13.
 13. Other siblings of students already attending St. Mary's Catholic Academy.
 14. Other pupils.

If the number of children in any of the categories 1-14 is greater than the places available, applications will be further ranked as follows:

1. Children living nearest the Academy as measured by a straight line distance from the Local Land and Property Gazetteer (LLPG) address point of the school to the Ordnance Survey point of the applicant's home address and of the academy.* The LLPG Ordnance Survey address point is a point within the boundary of the property and is usually located at its centre. Distances are measured using the Council's Geographic Information System.

2. In the event of the distances being identical lots will be drawn to determine which child is offered a place at the Academy. The Academy will maintain a waiting list of unsuccessful applicants from parents of Year 6 pupils. The order of pupils on the waiting list will be determined using the criteria above. Pupils will be admitted from the waiting list up to the Academy's published Admission Number if places become available

* For admission to this Catholic Academy a baptised Catholic is:

- One who has been baptised into full communion with the Roman Catholic Church by the Rites of Baptism of one of the various ritual Churches in communion with the See of Rome (Proof of baptism will be required. In the first instance the Academy will obtain this from Parishes within the Blackpool Deanery. If your child was baptised outside of the Blackpool Deanery then a copy of a baptismal certificate, details of the date and place of baptism or certificate of reception will be required).
- A child baptised in another Christian Faith who has been received into full communion with the Roman Catholic faith. (Proof of baptism and reception from the Register of Receptions or Baptismal Register will be required).

** Sibling refers to full brothers or sisters, half brothers or sisters, adopted brothers or sisters, or the child of the parent/carer's partner where the child for whom the place is sought is living in the same family unit at the same address as that sibling. Stepchildren or foster children who live at the same address are also classed as siblings

***People of faith are defined as a child who is:

- Enrolled in a recognised course of preparation leading to Catholic baptism (Proof of enrolment with details of the place and date of enrolment from the appropriate parish records will be required).
- A member of Christian Churches and the Eastern Orthodox Churches. (Proof of baptism with a copy of a baptismal certificate, details of the date and place of baptism or certificate of reception will be required).

Applications received after the closing date stated by Blackpool Local Authority, as part of the common admission process, will be treated as late

applications. Late applications received through the common admissions process and forwarded to the Academy prior to their Admissions Meeting and determinations will be considered equally. However, late applications received by the Academy after the Admission Meeting will not be considered.

Multiple Births

Where there are twins or multiple birth children wanting admission then the Trust will operate with as much flexibility as permitted by the Code. In the event that two or more children, from a multiple birth, are applying for a single available place lots will be drawn to determine which child is offered a place at the Academy.

Address of Pupil

The address used on the school's admission form must be the current one at the time of application. The address or the child's 'permanent place of residence' will be determined as the address of the parent who normally has responsibility for the majority of school days in a week at the time of application. If the address changes subsequently, the parents should notify the school. In some cases, for example, where shared parental living arrangements are in place, a child's address may not be difficult to determine. In these circumstances, the address used for child benefit purposes, i.e., the address of the parent claiming the child benefit, will be used. If you are moving house and applying for the Academy and it is not oversubscribed, using your new address may not be a problem. In the event of oversubscription it may be possible to consider your application on the basis of an address you are intending to move to. You must be resident at a specific address and not just have a stated intention to move to an area. You must provide evidence that you have exchanged contracts on a house or have an offer of a tenancy on a property in which you intend to live and which will be in place when your child would start at the school. This evidence must be submitted as soon as possible and no later than the closing date stated by Blackpool Local Authority, as part of the common admission process. Further evidence, e.g. utility bills, may also need to be submitted.

Fraudulent Applications

Where the Trust discovers that a child has been awarded a place as a result of an intentionally misleading application from a parent, for example, where a false address has been provided, then the Trust is required to withdraw the offer of a place. The application will then be considered afresh and a right of appeal offered if a place is refused.

Accepting the Place at the Academy

Any Year 7 child that has been offered a place and fails to attend the academy to accept the place, within the first two weeks of the term in September, risks forfeiting their place. Within these exceptional circumstances after an initial two week period they will then be written to and offered a further two weeks in which to begin to attend. Should they fail to attend the academy in this time then they will forfeit their place and it may be offered to another child, if there is a waiting list.

Mission Statement

St. Mary's Catholic Academy is a caring faith community.

Our mission is to provide an outstanding whole-person education through which all are challenged to grow in wisdom, understanding, self-esteem and closeness to God.

The hallmarks of St. Mary's are:

Catholic Caring Community Challenge

St. Mary's is a Catholic Academy where prayer and reflection are woven into the fabric of the Academy's life. The universal message of the Church and its call to new life encourages us to value every individual as precious in God's sight. The distinctive education offered at the Academy includes the continuing development of morals and Christian values.

Respecting the uniqueness of each person is central to the caring nature of our Academy and a reflection of the Gospel message of love. A strong and supportive pastoral system continues to care for all and helps build self-esteem.

The Academy strives to be a community where high quality and enriching relationships are built. Tolerance and the valuing of others are key points of daily life. We seek to manage every aspect of Academy life, with justice, for the common good of all.

We challenge all people to use their God-given gifts to achieve excellence and make significant progress in their learning. Opportunities exist for aesthetic, performing and creative talents to be nurtured.

"I have come that you may have life and have it to the full." John 10:10

Morning Prayer

God, our Father, I offer you today
All that I think and do and say.
I offer it with what was done
On Earth by Jesus Christ, your son.
Amen

Evening Prayer

God, our Father, this day is done
We ask you and Jesus Christ, your Son,
that with the Spirit, our welcome guest, you
guard our sleep and bless our rest.
Amen



Religious Education & Chaplaincy

St Mary's is a catholic school where prayer & reflection are woven into the fabric of school life.

Religious Education Policy

Religious Education will be regularly given to all pupils of all ages according to the teachings of the Roman Catholic Church. An act of religious worship will be arranged for each pupil, each day, either through the formal assembly of a learning house, or through class prayers.

Religious Education has a place of priority so that pupils can develop attitudes to life and a sense of values which are based on the example and teaching of Jesus Christ and on the teaching of the Catholic Church.

Mass is celebrated in school by the Chaplain and pupils are encouraged to attend voluntarily. Pupils are given the opportunity to reflect on and develop their faith and spirituality through residential courses at the Diocesan Youth Centre at Castlerigg, as well as through prayer groups and other liturgies with the school.

The Chaplaincy Team

We take seriously the words of Jesus: 'I came that you might have life and have it to the full'. Our chaplaincy team consists of three full-time chaplains plus two gap year chaplains. We recognise that 'fullness of life' for our students and staff covers all aspects of their experience and we seek to develop it in the following ways:

Prayer and Liturgy

- Our main Chapel and smaller Blessed Sacrament Chapel are open at all times for quiet reflection.
- Thursday Mass is creatively prepared and celebrated by a different class each week
- Opportunities to receive the Sacrament of Reconciliation during Advent and Lent
- Liturgies to mark different seasons and special occasions
- Interactive 'Stations of the Cross' during Lent
- Staff reflections
- Staff prayer in each learning house
- One Celebration Mass, prepared collectively by each learning house, through the course of the year
- Weekly reflections based on the Sunday Gospels for all forms throughout the Academy
- Assistance with delivering form prayer on a timetabled basis

Active Groups

- St. Vincent de Paul: Our award-winning group for students in years 11-13 that is active in the local community
- 'Re-Generation', our 'faith and justice' group for KS3, is another award winning group which has been instrumental in achieving 'Fairtrade status' for the school.

Retreats

- Year 10 and 11 trips to Castlerigg Manor in Keswick
- Group trips to events such as 'CYMFED: Flame'

Pastoral care and counselling

- Students who are struggling with any pastoral issues can access any of the chaplains for support and mentoring

- More formal counselling can be arranged by parents within school with the Chaplaincy's trained counsellor, Mrs. Robson.
- Any students who have experienced any form of loss or traumatic change in circumstances can become part of our 'Rainbows Bereavement Support Group'

'Gap year' programme

- Currently we have two young people working as part of our team for a 'gap year'. They spend 3-5 weeks working with CAFOD partners overseas as part of the programme, using that experience to raise awareness about the work of CAFOD and the Holy Child Order which founded St. Mary's Academy.

Primary outreach

- Our gap year chaplains make visits to our feeder primaries periodically, promoting CAFOD and exploring faith.
- We coordinate the CAFOD Advent Liturgy, in which all the primaries are invited to participate, and take part in a similar Lent Liturgy Parish outreach
- Our team offers assistance with catechesis and helps to promote Confirmation programmes within the parishes.
- Our SVP group hosts a termly liturgy and lunch for all the local conferences
- Two members of the team represent the Academy on the Deanery Pastoral Council

This is where chaplaincy is now but it is ever-evolving to meet the needs of a 21st century school and provide a vision of Church which will appeal to the younger generation.

COMMUNITY

CHALLENGE

Pastoral Care

St. Mary's prides itself at placing the child at the centre of everything that we do.

Our purpose is to give your young people the best possible learning opportunities. To do that, good order and high standards of behaviour must be the norm, enabling a calm, orderly and well disciplined environment. Above all, we want your child to be happy here and to achieve their full personal and academic potential.

Every single person carries a responsibility for ensuring our academy is a caring faith community enabling students 'to grow in wisdom, understanding, self esteem and closeness to god'. A range of support services are in place to ensure they benefit from the best possible learning experience, both academically and socially, staying with them as happy memories for the rest of their lives.

At St. Mary's, students are known, owned and belong. Our forms are organised through our Learning House Structure. We have six houses: Communications, Maths & IT, Humanities, Science & PE, Creativity & Enterprise and our Sixth Form. These names were suggested and assigned colours by students, staff and parents after a House consultation in June 2013. Each Learning House includes two Year 7 forms, two Year 8 forms, two Year 9 forms, two Year 10 forms and two Year 11 forms. In this way, students mix with students their own age and are also able to benefit from building relationships with students of all ages in their learning house, ensuring students feel part of a strong group in a whole school community.

Form tutors remain with their form throughout Years 7 to 11 in order to build a close relationship. This enables the form tutor to work closely with the students and the parents in a mutually profitable partnership of success. Mentoring, circle time, listening to the student voice, involving them in decision making all ensure that a vibrant atmosphere is created within a safe and secure environment. Our Sixth Form students are organised by year group.

We provide peer mentoring opportunities and support within the learning houses for younger students. We want students to achieve academic excellence and to develop as mature citizens with a strong sense of responsibility and spiritual awareness. Heads of Learning Houses, Ethos and Community Leaders and Pastoral Managers also work with the students in each Learning House. In addition our Chaplaincy Team and Inclusion Department offer support in both school work and life-skills.

The community of St. Mary's is rich in opportunities for skills to be developed with a huge variety of experiences and activities provided for students.

They are part of a great community and team.



CATHOLIC

CARING

A PROPHETIC
COMMUNITY

A COMMUNITY
OF GRATITUDE

A COMMUNITY
OF FORGIVENESS

WE ARE ALL MADE IN
THE IMAGE OF GOD

A SERVING
COMMUNITY

A COMMUNITY
OF STEWARDSHIP

Learning Houses

Belonging to a House creates a strong sense of community, encourages students to look out for one another and achieve highly for each other. Each House has its own distinctive character which captures what it means to be a member of the St. Mary's community. We hope all students feel proud to belong to their House and strive to be the best, not only for themselves but also for their fellow House members.

Strong and positive relationships between tutors, students and parents:

As a part of our community at St. Mary's your first point of contact is the form tutor. Each House has a team of form tutors and pastoral managers that will stay with you through your time at St. Mary's. There are two members of staff with leadership responsibility attached to each Learning House. The Head of Learning House responsible for the pastoral needs of each child in the house. The Senior Head of Learning House has an academic responsibility for children in the house to ensure they manage and monitor progress across subject areas. The combination of these key staff will provide all students and families with the opportunity to access the help and support they need to build positive relationships at our Academy.

SCHOOL						
Learning House	COMMUNICATIONS	MATHS & ICT	HUMANITIES	SCIENCE & PE	CREATIVITY & ENTERPRISE	SIXTH FORM
SENIOR HEAD OF LH	Mr Brown PBR	Mr Riley NRI	Mr Naylor PNA	Mr Holden MPH	Mrs Leigh JLE	Mrs Murray ELM
HEAD OF LH	Miss Lynch FIL	Mr Walker GWA	Mr Allan PAL	Miss Jones RJO	Mrs Johnson AJO	Mrs Burrough JBU
PASTORAL MANAGER	Mr McLaughlin DMC	Mrs McDonald SMD	Mrs Ciotkowski CCI	Mrs Bailey CJB	Mrs Evans AEV	
FORM TUTORS						
YEAR 7	Miss Roberts- R Miss Thackway - C	Mr Eaves - S Mr Blackburn - B	Mrs Stuart - M Miss Lee & Ms Taraszkievicz - F	Mr Brookes - E Mr Allen - T	Miss Pollett - H Mr Cassidy - L	Miss Johnson - T1
YEAR 8	Mrs Juanatre - R Mrs Birchall - C	Mr Jenkins - S Miss Hankovics - B	Mrs McDonough & Mrs Gregson - M Mrs Wareing - F	Miss Courtney - E Mr Boak - T	Miss Lloyd - H Mr Hardy - L	Mrs Lavis - T2
YEAR 9	Miss Callagher - R Miss Glass - C	Mrs Grant & Miss Abid - S	Mrs Pearce - M Mr Navesey - F	Miss Porter - E Mrs Roberts - T	Mr Heyes - H Miss Machowiecka - L	Mr Drulia - T3
YEAR 10	Miss Webb - R Mr Spall - C	Mr Preston - S Mrs Matene - B	Mrs Stephenson & Miss Anderson - M	Mrs Thomas - E Dr Leaver - T	Miss Anderton - H Mr Hobbs - L	Miss Stephenson - T4
YEAR 11	Miss Ellarby - R Mrs Williamson & Mrs Flood - C	Mrs Burdekin - S Mrs Dennehy & Mr Thornton - B	Mr McDonough - M Miss Mallinson - F	Mrs Young - E Miss Young & Mrs Baines - T	Miss Baxter - H Mr Phillips - L	Mrs Pickworth - T5
St. Mary's Catholic Academy: A seven year journey, educating for excellence 11-18						Mr Conway - T6
						Mr Mitchell - T7

COMMUNITY

CHALLENGE

Home Academy Communication

We value the partnership we have with parents and welcome all parent feedback.

The best method for contacting us is via Form Tutors or Heads of Learning House. Contact details can be found on our pastoral information page.

We aim to keep you fully informed of your child's progress throughout the year, through Progress Day, reports and KS4/5 parents evenings. A timeline for each key stage can be found on the appropriate curriculum pages. We have introduced INSIGHT which allows parents to view live information electronically on their child's progress, including progress reports and homework. We also like to keep parents up to date with Academy developments via the St. Mary's Newsletters and general academy communications which gives us the opportunity to celebrate the achievements of individual students as well as whole academy events and productions (available printed or online). All payments to the academy must be made by ParentPay for meals, trips and visits.



The graphic is a promotional banner for ParentPay. It features a blue header with the text 'Pay online... for peace of mind' and the ParentPay logo. Below this is a photograph of two young girls in school uniforms. To the right of the photo is a blue box with a white arrow pointing down and the text 'Pay online for: School meals, Trips, And more...'. Below the photo is a section titled 'A convenient way to pay' with a small text block explaining that parents can now bank and pay securely online for a range of items using a debit/credit card or through PayPal. To the right of this is a quote: 'No more having to look for change or writing cheques. It's so easy now!!' attributed to 'Hannah Pease'. At the bottom left, there is a 'How to pay online...' section with four numbered steps: 1. Have your activation letter ready, 2. Log in at www.parentpay.com, 3. Follow instructions to activate account, 4. Click on 'Home Due for payment'. At the bottom right, the website address 'www.parentpay.com' is displayed with a play button icon.

ParentPay

The Academy moved to ParentPay in 2015. This enables parents to pay for anything at St. Mary's at a time convenient to them, securely online, 24 hours a day, 7 days a week or by cash at local stores where you see the PayPoint logo. Activation letters for new year 7s will be sent home with students. If you have not received a letter please contact the office on 01253 396286. For further information please go to [HTTPS://www.parentpay.com](https://www.parentpay.com)

The shops where PayPoint is available are: One Stop, 47 Chepstow Road, Blackpool, FY3 7PH, Torsway Newsagents, 39 Torsway Avenue, Blackpool FY3 8LD. Cash may be deposited at these places provided contact has been made with the office on 01253 396286 to request the option of paying via PayPoint.

Catering

We have worked with students, parents and staff to provide healthy and nutritious meals, whilst still offering varied and popular menu choices. The Government introduced new guidelines for school catering in September 2006. We are proud of the fact that we removed confectionery, carbonated high sugar drinks and have substantially reduced the use of deep fried and processed foods from our menus long before the new government regulations were issued. Our fruit, vegetables, meat and dairy products are locally sourced, offering us a wide choice with which to vary our menus. We also provide a variety of gluten free products as an addition to the meal options we provide. We operate a cashless system and students are informed and given training on how to use this system in school and is linked to your ParentPay. To find out more information

on healthy eating and nutrition, including the new school meal Government Regulations from the School Food Trust, please visit the Food Standards Agency website and the Food in Schools website.

The 6th form Deli Bar; This is open to Sixth Form students only, within the 6th form social space Monday to Friday and includes coffee at morning registration, break or lunch.

Home Learning

Home learning is set for every student. The home learning timetable for each year group can be accessed on the Academy website. Students record the tasks in their planners with dates to show when the work was set and when it is due to be handed in. We ask parents to support their children with home learning and to sign the planner alongside form tutors each week. It includes Information for students regarding: uniform and appearance, mobile phone protocol and the B4L system alongside week by week diary pages. There is space within each weeks diary to write/communicate with your child's teachers/form tutor.



We are delighted to be able to take advantage of £23.6 million worth of investment in St. Mary's Catholic Academy, Christ the King Catholic Academy and Christ the King Parish Church. Our Building Schools for the Future programme enables the individual academies and Church to operate separately day to day but benefit from the ability to network and collaborate. In partnership with our family of feeder schools, this helps St. Mary's ensure we have the best possible transition for all of our students.

Our building retains the historic frontage of the 1870 Convent erected by the society of the Holy Child Jesus, with a brand new building behind. State of the art facilities are housed within five learning houses including a fitness lab, dance studio, sports hall, media studies room, recording studio, new science facilities, a new technology area, brand new ICT facilities and a third floor suite of Art and Photography rooms. In addition to this our Sixth Form has benefited from brand new facilities in its own discrete area on the top floor of the Academy building, whilst taking advantage of our specialist subject facilities.

The timings of the school day

Monday, Tuesday, Wednesday & Friday	Thursday
08:35 - 08:55: Morning registration	08:35 - 08:55: Morning registration
08:55 - 10:35: Period 1	08:55 - 10:25: Period 1
10:35 - 10:55: Break	10:25 - 10:45: Break
10:55 - 12:35: Period 2	10:45 - 12:15: Period 2
12:35 - 12:45: Afternoon registration	12:15 - 12:25: Afternoon registration
12:45 - 13:30: Lunch	12:25 - 13:10: Lunch
13:30 - 15:10: Period 3	13:10 - 14:40: Period 3

NB: Stage 1 detentions last ½ hour 15:10 - 15:40. Stage 2 detentions last 1 hour 15:10 - 16:10

Illness and Accidents

If your child feels unwell or has an accident they must tell their teacher straight away. Normally they will be sent to the academy office where a trained first aider will take care of them. If they are too ill to remain in school or if hospital treatment is necessary then you (their emergency contact) will be contacted to make suitable arrangements.

Under no circumstances should they leave school or go home without permission.

Attendance

The proper place for them to be on a school day is in the academy. If they are not in the academy then you must have a justifiable reason and should telephone the school office before 8.30am on the first day of absence. 01253 396286

You should always bring a note in your planner from your parents/guardians when you return to the academy after any absence.

School Curriculum - Key Stage 3

All students at Key stage 3 study the core subjects of English, Maths, RS, Science and a modern foreign language for three years (year 7, 8 and 9). Foundation subjects (History, Geography, Drama, Technology, Art and Music) are taught over two years (7&8). In Year 9, students begin to make some choices by opting for fewer foundation subjects which can then be studied in greater depth ready for their KS4 options in year 9. They will make three choices - a humanity option, a creative option and an enrichment option.

- Students in Z1, Z2, A1 & A2 are in the higher attaining pathway where they study the core key stage 3 subjects of English, Maths, RS, Science and a modern foreign language. Students in these sets are of equal ability apart from in Maths, where students are placed into one of four sets according to their progress.
- Students in X1, X2 & X3 are in the standard pathway. They follow the same curriculum as students in the higher attaining pathway but may work at a slightly slower pace. In Year 9 they also have the same choice of 3 foundation subjects.
- Students who may find the transition into the secondary curriculum quite challenging will be taught in 7W1 (the integrated pathway). Here, the concentration is on developing general skills for learning including literacy, numeracy and ICT with students allocated additional lessons of English and Maths. The learning is project based and cross curricular, ensuring that all subjects are covered. Students are taught by fewer staff and in one main classroom base. It is felt that this helps the students connect their learning.
- Students in 8W1 continue with the integrated pathway and in Year 9 they are ready to move into individual subject teaching from specialist staff in all foundation subject areas.

* See website (for parents) & department handbook (for staff) for sequencing scheme of learning/assessment calendar in line with whole school reporting

Key Stage 3 Reporting Timeline											
	September	October	November	December	January	February	March	April	May	June	July
Year 7	Cat Test Glass			Progress Check Progress Day	Progress Check			Progress Check		Full written report	Progress Check
Year 8				Progress Check Progress Day	Progress Check + Full written report			Progress Check	Progress Check Home		Progress Check
Year 9				Progress Check Progress Day	Progress Check Full written report Futures Day (Careers)		Options Evening	Progress Check	Progress Check Home		Progress Check

Key Stage 4

All students in Key Stage 4 follow the core examined subjects of Maths, English, Science, RS and non-examined subjects of PSHE and Core PE.

General Pathway

Students in this pathway have a choice of three subjects in addition to the core. Option A is a choice of EBacc subjects (a third science, a modern foreign language, history, geography, or computer science), together with two further courses constituting Options B and C. Courses offered include a mix of traditional GCSE and OCR or BTEC subjects which are coursework based.

Specialised Pathway

Students on this pathway complete GCSEs in the core subjects of maths, English, science and RS. They also have the choice of one further GCSE. On one full day each week during year 10, students can attend a vocational course at Blackpool & Fylde College or a business course at St. Mary's.

Key Stage 4 Reporting Timeline											
	September	October	November	December	January	February	March	April	May	June	July
Year 10		Sixth Form Open Evening Invite		Progress Check Progress Day	Progress Check	Parents Evening				Sixth Form Taster Day Written Report	
Year 11	Progress Check (Yr 10 data)	Parents Evening Sixth Form Open Evening Invite	Mock Exams	Mock Exams Progress Check Progress Day	Revision Evening Futures Day	Mock Exams	Written Reports Revision Plan		Exams May Onwards	Exams. Sixth Form Induction Day. Leavers Mass, Assembly & Prom	

Educating for Excellence 11-18

All pupils are invited to stay in touch post leaving St Mary's Catholic Academy after school GCSEs and 6th form A Level/ Btec courses and are welcomed back to celebrate their time and achievements, at Awards and Achievement Evenings and through the St. Mary's Alumni.

Support for Students with SEND (special educational needs and disabilities).

At St Mary's we aspire to ensure that all our students, irrespective of ability and regardless of anyone's doubts, achieve their full potential. The motto of the Learning Support Learning House is "Learning together, achieving together" and we fully recognise that some of our students require additional support during their journey with us. Our Learning Support team works closely with our SEND students and colleagues across all Learning Houses by supporting them in variety of ways including in-class support, withdrawal intervention, EAA (exam access arrangements) and mentoring. Our approach to SEND follows the recommendations of the new SEND Code of Practice with person-centred planning being at the heart of it. It is our commitment that we do our utmost to support, nurture, challenge and inspire students with SEND working in partnership with parents and carers. We celebrate even the smallest steps of progress, set realistic yet aspirational targets and strive to prepare students with SEND for the next step in their lives.

St. Mary's Sixth Form

Embrace challenge. Strive to learn. Achieve your goal.

Distinctive, yet connected.

We are the only school based sixth form in the Fylde, making our seven year journey unique. With significantly increased responsibility for personal time management and independent learning, relationships within the classroom and with teaching staff change and develop momentarily.

Our Sixth Form has been one of the major successes of the Academy since the established Sixth Forms of Layton Hill Convent and St. Joseph's College amalgamated in 1977.

Educating for excellence from 11 – 19, St. Mary's Academy actively and uniquely understands the student transition from Year 11 into Year 12. With excellent retention and results, we are expert in preparing learners for their next transition, whether that is undergraduate study or the workplace.

All students attaining the equivalent of five higher grade passes at GCSE (including English and Maths) are eligible and encouraged to enrol, joined by students from other local high schools.

We are unique in West Lancashire. With around 200 students we are small enough to allow the establishment of strong relationships between staff and students while offering a wide, challenging and varied range of thirty A level, Applied A level, BTEC, OCR and Level 3 courses. Additionally, we offer a truly unique 'Sport Academy' and 'Health Academy' courses.

We are proud to continue to offer all students four subjects at AS, encouraging breadth of experience both academically and in our Enrichment programme. In addition to sport, curricular and extra curricular trips, Enrichment can include work experience, volunteering, leadership opportunities, as well as 'stretch and challenge' courses such as,

for example, Further Maths, Critical Thinking, EPQ and Working With Others.

At A2, depending on results, most students take three subjects at A2, although some may take four or even five.

Our students enjoy the advantages of a separate sixth form unit, which is able to draw on the resources and staff of the main Academy. Active student leadership of student voice provides the chance to influence and shape the direction of our sixth form with the election of the Sixth form committee.

Students enjoy their own social space, with freely available chilled water, boiling water, a microwave and even our own deli bar, serving Costa coffee, various other hot / cold drinks and hot / cold food. Students, like teaching staff, wear identity tags and have a dress code, but no uniform.

For further information please contact the Sixth Form Office or email: info@6thform.co.uk

Key Stage 5

Key Stage 5 Reporting Timeline											
	September	October	November	December	January	February	March	April	May	June	July
Year 12				Progress Check Progress Day	Progress Check	Parents Evening	Written Reports			Exams	Wonderful Week Futures Week
Year 13		Parents Evening		Mock Exams Progress Day	Futures Day	Mock Exams	Written Reports			Exams. Leavers Mass, Assembly, Valedictory Dinner	

Enrichment

Students to be proud of !

St Mary's students benefit from the very latest technology helping them to achieve 'world class' educational outcomes with community at its heart.

They continue to prove that they can compete with the very best. Their determination, hard work and dedication, ensures that every year they progress into our 6th form, apprenticeships or to work . To ensure they meet their potential, all students are fully supported in their academic studies by their subject teachers. Learning houses encourage students to take part in the wide range of enrichment activities offered by the Academy.

Dynamic Days:

On key days during the academic year, the normal curriculum is suspended and replaced with 'Dynamic Days'. The purpose of each day is for students to explore a different theme, event or activity. Dynamic Days to date include Ethos, Relationships, Futures, the Holocaust, with the overall aim of broadening our students' knowledge and understanding of community and citizenship. The full day allows a different style of learning which has often involved visiting speakers, educational visits and project based learning.

Wonderful Week

July sees our Wonderful Week curriculum take place. Students have the choice of a variety of projects and educational visits in and out of the Academy, from a Science Extravaganza to Blackpool Heritage, from a visit to Paris to Fleetwood Town football coaching, and from film prop making to 'Face Your Fears', to name but a few. Sixth form students can select to visit Universities, explore work placements and/or develop leadership skills.

Work Experience

Year 10 students have an amazing opportunity at the end of the year to choose a work experience placement to give them knowledge of the workplace in relation to subjects studied and real life skills.

Trips Abroad

Each year our students embark on some wonderful and exciting trips both at home and abroad. Here are just a few of the experiences abroad – Nepal; Ghana; Paris; including the Eiffel Tower, and Poland. 2017/18 opportunities include Ghana, Barcelona, New York, Berlin, Skiing and Nepal. For further information regarding current trips visit the website or contact the school office.

Extra curricular

We encourage all students to participate in extra curricular activities and provide a wide range of opportunities, at various times of the day. The current extra curricular timetable can be accessed on the Academy website.

Academy Extra

Academy Extras philosophy is 'a window into a wider world'

It is an exciting opportunity for all local children to take part in workshops outside of the normal Academy day here at St. Mary's. The clubs are focused on encouraging confidence whilst developing excellence in a variety of transferable skills including teamwork, dedication and resilience. The coaches and instructors teach with passion and enthusiasm to ensure every child has a great experience in an encouraging environment.

Behaviour For Learning

The policy is split into 'Expectations' which affect student's own learning and 'Rules' which affect the learning of others.

To ensure that everyone gets their fair reward we award students 20 reward points each week. Students will only be awarded these points when they are present. Where a student fails to meet an expectation during form time, or a lesson, a point will be deducted. Students can also earn extra rewards for Outstanding home learning (in relation to ability), excellent classwork, excellent effort in class and for making a positive contribution to the community.

This ensures that those students who are in academy, in correct uniform, who consistently arrive on time, prepared to learn will be automatically rewarded. Reward points will be calculated regularly and reviewed in form. Points will also be part of how we decide who has qualified for termly rewards including trips/vouchers and Y11 will be able to use points to exchange for prom related rewards, such as money off vouchers towards the ticket price .

Students who stop others from learning will be dealt with using the staged approach outlined in the full policy. Where a student reaches stage three, a departmental referral will follow. This will earn an automatic detention and contact will be made home by letter, this will also be visible on the student's INSIGHT account. Students who fail to attend a detention will be placed in a stage 2 detention. Those who fail to attend a stage 2 detention will be excluded. A staged intervention approach to support students who are consistently failing to behave will operate alongside this system.

Our current on call and exclusions system will continue to operate to deal with any more serious behaviour issues.

Student Leadership

Head Girl, Boy & Deputies 2016/17 Welcome
St Mary's Catholic Academy is outstanding in many ways and we all feel very honoured and delighted to introduce our academy to you. We have been privileged to study in an environment with dedicated, hard working staff who strive to help us achieve our potential and uphold the St Mary's Way to ensure we 'live life to the full' with endless opportunities and skills for life. As you make important decisions on your journey through secondary school, St Mary's aims to ensure that every student enjoys their time here and has the opportunity of a seven year journey educating for excellence from 11 – 18 and it really is a good place to grow up in!

Student Voice

Student Voice is one of the guiding principles

of the St Mary's way. We have a long tradition of involving students in the decision making process and this has evolved to create a more bespoke programme in which pupils have taken roles within the employing of staff, co-researchers, policy reviewers and partners in school development. Student Staff & Parent voice together are a key component in upholding the St Mary's way whilst creating classrooms of the future. Students are able to be part of either a community, pastoral, or academic team, with each team responsible for developing and raising the profile of their chosen area. Students drive change and develop projects to benefit other young people in school and the community. Students can join a number of different teams such as

The School Council

Each house has elected members from each year group represented on the council which meets at least monthly. The council is led by a member of the senior leadership team and works closely with the elected Head Girl, Boy & Deputies.

The Blackpool Youth Council

The academy works closely with the local authority, other secondaries and young peoples service and every year attend the community youth council and members report back to groups within school.

Peer counsellors

We have a specially trained group of yr10 heroes who work with yr 7 & 8 students to aid transition and to offer support and guidance.

This opportunity is open to all yr10 pupils who go through a rigorous application process before being appointed.

Progress Leaders

These students represent different subjects in school and are responsible for promoting their subject and contributing to department ideas and progress.

Champions & Ambassadors

These student committees are led by 6th formers and represent key areas within the academy from Health & Anti Bullying Ambassadors, to digital leaders and arts champions who help plan joint ventures, such as concerts and parents information packs/ evenings to raise the profile of these important life skills.

Behaviour For Learning Expectations

At St Mary's we expect that all learners will be Responsible and Resilient.



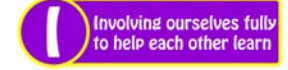
You will be awarded with four points each day that you attend school. You will lose a point each time you fail to meet one of our expectations.



"Be the self you are called to be, bring out the same self in others."

Behaviour For Learning

Effective co-operative learners at St Mary's agree to give everyone a FAIR chance to learn by:



"Be the self you are called to be, bring out the same self in others."



Rewarding progress and attainment

Students in Year 7-11 will celebrate their achievements in each term at a series of rewards assemblies.

Certificates will be awarded for Attitude to learning as well as Progress made in relation to student targets grades. Certificates will also be awarded to 100% attenders and the top community points earners in each learning house.

Sixth Form students will be rewarded for achievements in relation to their targets. This will be in the form of a trip in the Autumn term. The criteria for this will be: 95% attendance and not on any intervention plans.

Rewards for Year 7-10 students

In addition students will qualify for additional rewards in the second half of each term. Rewards One and Two will be Love To Shop vouchers and there will also be an end of year trip offered.

Reward One Criteria	Reward Two Criteria	Reward Three Criteria
No Step 3 in the term No inclusion in the term No internal exclusion in this term No external exclusion in the year Over 90% attendance for the term	No Step 3 in the term No inclusion in the term No internal exclusion in this term No external exclusion in the year Over 90% attendance for the term	No more than 3x Step 3 in the year No more than 2 inclusions in the year No more than 1 internal exclusion in the year No external exclusion in the year Over 90% attendance for the year

Reward One: December 2017	Reward Two: April 2018	Reward Three: July 2018
Love To Shop voucher Years 7 - 10	Love To Shop voucher Years 7-10	Blackpool Pleasure Beach Trip Years 7-10

For all the rewards there will be a minimum number of points communicated to pupils.

Students ranked in order of NET POINTS

From this rank order and meeting the criteria there will be a percentage of students invited for free to the summer trip and then other eligible students will be invited to the end of the year trip for a cost of the Pleasure Beach Wrist band cost.

Rewards for Year 11 only

The year 11 reward is monies towards their Prom ticket at the end of year 11. Monies are awards for being on target with their GCSE subjects after mock examinations.

In Progress Check 1 if they are on target using current performance for 8 GCSE's then they get £1 for each 'on target' grade up to £8.

In Progress Check 2 if they are on target using current performance for 8 GCSE's then they get £2 for each 'on target' grade up to £16.

This means students over the 2 cycles they could earn up to £24 for their prom ticket.

Top 20 students in rank order of behaviour for learning points go completely free.

Year 11 - Criteria for the prom qualification is:

No Internal or external exclusion in 2017/18.
90% Attendance (Individual exceptional circumstances considered).

No more than 10 Step 3 in year 11.

They do not lose more than 100 behaviour points.

*Exceptional circumstances for attendance which affect qualification will be considered if raised in writing with the students Head of Learning house for reward trips and with the Head Teacher for the prom.

Academy Transport Arrangements

BUS SCHEDULE – SERVICE SM1 – Mereside to St. Mary's Catholic Academy.

Route Description – From MERESIDE via Langdale Road, Clifton Road, Cherry Tree Road, Preston New Road, Waterloo Road, Vicarage Lane, Highfield Road, Lytham Road, Watson Road, St Anne's, Waterloo Road, Ansdell Road, Bloomfield Road, Park Road, Whitegate Drive, Knowsley Avenue, West Park Drive, North Park Drive, East Park Drive, St Walburga's Road to St Mary's Catholic Academy.

TIMES AS FOLLOWS - SCHOOL DAYS ONLY

SERVICE No: SM1	
Mereside, Langdale Road	07:25
Cherry Tree Road	07:30
Waterloo Road/Vicarage Lane	07:35
Highfield Road	07:40
Lytham Road	07:45
Watson Road Jct St. Anne's Road	07:50
Waterloo Hotel Pub	07:55
Ansdell Road	08:00
Whitegate Drive	08:15
St. Mary's Catholic Academy	08:20

St. Mary's Catholic Academy	15:15
Whitegate Drive	15:20
Ansdell Road	15:35
Waterloo Hotel Pub	15:40
Watson Road Jct St. Anne's Road	15:45
Lytham Road	15:50
Highfield Road	15:55
Waterloo Road/Vicarage Lane	16:00
Cherry Tree Road	16:05
Mereside, Langdale Road	16:10

BUS SCHEDULE – SERVICE SM2 – Fleetwood to St. Mary's Catholic Academy

Route Description – From FLEETWOOD - Broadway, Rossall Road, Fleetwood Road, Devonshire Road, Red Bank Road, Warbreck Drive, Shaftesbury Ave, Devonshire Road, Warley Road, Dickson Road, Promenade, Adelaide Street West, Bank Hey Street, Central Drive, Grasmere Road, Condor Grove, Park Road, Hornby Road, Whitegate Drive, Newton Drive, St Walburga's Road to St Mary's Catholic Academy.

TIMES AS FOLLOWS – SCHOOL DAYS ONLY

SERVICE NO SM2	
Fleetwood, Broadway	07:20
Victoria Road West	07:23
Fleetwood Road Jct Rossall Road	07:28
Red Bank Road	07:30
Warbreck Drive	07:34
Shaftesbury Avenue	07:38
Devonshire Road	07:44
Warley Road	07:50
North Pier	07:55
Blackpool Tower	07:58
Central Drive	08:02
Park Road Jct Hornby Road	08:08
Newton Drive	08:15
St. Mary's Catholic Academy	08:20

St. Mary's Catholic Academy	15:15
Newton Drive	15:20
Park Road Jct Horny Road	15:33
Central Drive	15:39
Blackpool Tower	15:43
North Pier	15:46
Warley Road	15:51
Devonshire Road	15:57
Shaftesbury Avenue	16:03
Warbreck Drive	16:07
Red Bank Road	16:11
Fleetwood Road Jct Rossall Road	16:13
Victoria Road West	16:18
Fleetwood, Broadway	16:21

Bus routes and timings are subject to change. For the most up to date information please check the school website.

HELP WITH TRAVEL EXPENSES - Pupils living over three miles from St. Mary's will be able to obtain a free scholar's bus pass. Application should be made to the Education Office on a form, available from Blackpool Transport Tel. 01253 476174.

CYCLES - Pupils may, with parents' permission, travel by cycle. A locked external cycle store is provided for cycle security, but cycle locks are strongly recommended.

Uniform and Appearance

When home & school work together, sharing the same values and insisting on high standards in all things, young people feel safe, secure & ready to learn.

St. Mary's students show a very high standard of uniform. Uniform gives a sense of belonging and identity to our students. It is an outward sign of the high standards they expect of themselves. We believe that the individuality of our young people is reflected in the richness and depth of their characters and personalities not in their clothes or hairstyles. For this reason the college expects all students to wear our uniform correctly and in full.

Parents and staff are expected to ensure our uniform code is adhered to.

Our uniform and additional notes on appearance are distributed at least once a year to parents and copied into home learning planners. The Academy monitors the quality of students' uniform continuously and audits the quality of every child's uniform at least annually. In this way we aim to help young people develop a sense of pride in themselves and a growing self-worth.

We all know that first impressions count – by maintaining high standards of uniform we hope to help prepare our students for the world of work and the expectations of future employers.

Adjustments to Academy uniform occur from time to time and we try to ensure that any amendments/additions are communicated to parents with sufficient advance notice. We are conscious of the financial pressures on families and keep our uniform requirements as practical as possible. If in doubt about our uniform standards please contact the Academy prior to purchasing any items.

Uniform	Boys	Girls		
COMPULSORY ITEMS	Black blazer with academy badge (Years 7-10) Academy clip on tie White shirt Dark grey/black trousers Black shoes – no canvas/trainers/or logos	Black blazer with academy badge (Years 7-10) Academy clip on tie White shirt Grey kilt or bagged trousers Black shoes – no canvas/trainers/or logos White/black/grey socks		
OPTIONAL ITEMS	Grey sweater/cardigan with academy trim White summer blouse Year 11 students may wear the college's V-necked sweatshirt with the Academy badge on and the Year 11 tie (these can only be purchased from the Academy). Shoes should be of a sensible style bearing in mind the pupil will be moving around a building with many staircases. Trainers will not be acceptable footwear.			
PE COMPULSORY ITEMS	Red Aertex polo shirt Royal blue football shorts Blue rugby shirt, reversible (red/yellow band) Blue football socks White trainers (non-marking soles) Football boots may be required	Red Aertex polo shirt Royal blue football shorts Blue football socks White trainers (non-marking soles)		
PE OPTIONAL ITEMS	Red sweatshirt) only available from the Academy Royal Blue PE Skirt if representing a Academy team Towels are required for all sports activities. Shin pads are compulsory for Football and Hockey fixtures and are strongly recommended for Football and Hockey training. Gum shields are strongly recommended for Hockey and Rugby training and fixtures.			
NB: A label with the pupil's name must be placed clearly on each item.				
EQUIPMENT	Bag to hold equipment/PE kit	Eraser & sharpener	Art sketch book	Exercise books (provided by school)
	Pens & pencils	Scientific calculator	Planner (provided by school)	Ruler
	Coloured pencils	Language dictionary	Protractor	Compass

The Academy reserves the right to confiscate items that do not conform to its Uniform Code (e.g.: jewellery, caps). These will be stored safely and will be returned to students at 3.10 p.m. on a Friday after school from the Academy office. If a student has an item confiscated that is of significant value then the Academy will return it to a parent on request. For security reasons the parent must collect it personally (proof of identity will be required).

Suppliers of Uniform Include; Unless indicated

Pupil Premium

The school is entitled to additional funding for pupils who are eligible for Free School Meals, Looked-after -children or Service children. This additional funding is called the Pupil Premium. The school uses this funding to help raise the attainment of qualifying pupils of all abilities to reach their potential.

The Pupil Premium funding is extremely beneficial and allows St. Mary's to target the funding to provide a wide range of strategies to improve outcomes for our pupils including: additional pastoral support, specific academic interventions and enrichment activities.

A more detailed breakdown of how the school uses the Pupil Premium can be found in the 'St. Mary's Catholic Academy Pupil Premium Plan: 'Narrowing the Gaps'. This is available in the Info & Policies for Parents section of the academy website.

[Http://www.st-mary.blackpool.sch.uk/index.php/school-info-regulations](http://www.st-mary.blackpool.sch.uk/index.php/school-info-regulations)

It is therefore extremely important that if you believe your child may be eligible for Free School Meals you read the following information. This will help ensure that your child receives their entitlement to a free meal and the school receives the appropriate level of additional funding.

Your child(ren) may be eligible to receive free school meals if you are in receipt of one of the following benefits:

- Income support
- Income-based Jobseeker's Allowance
- Income-related Employment and Support Allowance
- Support under Part V1 of the Immigration and Asylum Act 1999
- The guaranteed element of State Pension Credit
- Child Tax Credit (provided you are not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working Tax Credit run-on-paid for 4 weeks after you stop qualifying for Working Tax Credit
- Universal Credit (please provide us with your Universal Credit award letter)

Applying for Free School Meals

For further information please contact the school office for further information and/or an application form or ring the Council Assessment Team directly on 01253 478940 or go directly to [HTTPS://www.cloudforedu.org.uk/ofsm/sims](https://www.cloudforedu.org.uk/ofsm/sims)



St. Mary's

CATHOLIC ACADEMY

St. Walburga's Road, Blackpool. FY3 7EQ.
www.st-mary.blackpool.sch.uk

Our Vision

To provide an outstanding whole person education for all based on Catholic Values

Our Ethos

For all to grow in Wisdom, Understanding, self esteem and closeness to God

Our Strategic Aim

A seven year journey; educating for excellence 11-18



Designed by St. Mary's Catholic Academy