

# English Martyrs Catholic Primary School



Prospectus 2024



# **Welcome to English Martyrs Catholic Primary School Prospectus**

**We have included information in this prospectus to give you a flavour of your child's time here at English Martyrs, from their first day in Early Years up to Year 6.**

**If there is anything that you would like to know that is not covered in this document, we would be delighted to help.**

**Please contact us on 01903 502868 or  
office@englishmartyrs.school**

**We look forward to working with you to provide the best possible education for your child's future.**

**Dr. Helen Townsley  
Headteacher**

**[www.englishmartyrs.w-sussex.sch.uk](http://www.englishmartyrs.w-sussex.sch.uk)**

## **Our Ethos**

“A Learning Community in Christ”

### **School Mission Statement**

To accept each individual as they are and to enable them to develop their full potential within a Christ-centred, worshipping community in a spirit of love, happiness and understanding.

### **School Vision**

Our school is a learning community in Christ and we follow in the footsteps of Jesus to love, learn and grow. It is a safe, caring and inclusive environment for all children, staff and visitors and our faith community provides a strong foundation with which we draw on the expertise, wisdom and support that it provides. We have strong links with our two parishes, and we work in collaboration as part of a family of schools in order to provide the best opportunities for our children and staff.

At the heart of the school is a rich curriculum, that caters for all and is built on the interests of the children. The children’s emotional health and wellbeing is pivotal to their happiness in school. Therefore, we strive to make best use of our assets, both physical (i.e. outdoor learning space), and intellectual. Facilitating the imagination and creativity of the teaching staff and children.

All children are recognized and treated as unique individuals and are treated equally without prejudice. Children are challenged in their learning and are encouraged and motivated to maximize and fulfil their potential. We have high expectations of all our children and take immense pride in them.

Our vision is that children will leave our school as successful, confident and capable young adults. They will be ready to take the next step in their learning and spiritual journey and will be proud that they were a part of our school and enjoyed their time with us.

### **Our Values**

**Community    Respect    Inspire    Belief**





*Pupils are very proud of their school and rightly so; they are happy, confident and feel secure. One pupil said: "I would recommend anyone to come to English Martyrs School because there is always someone to help you. There are a lot of kind people here. ... There is a gentleness evident in the relationships between staff and pupils; everyone's contribution is valued resulting in pupils' being encouraged and enabled to make a real difference ... Parents and carers are overwhelmingly positive about the school; one parent commented, "We love the Catholic life and mission of this school and are proud to belong to this Catholic community." – Catholic School Inspection Report, February 2024.*

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## Welcome to our school

Welcome to English Martyrs Catholic Primary School.

We are a small Catholic primary school based in Worthing and was opened in 1973 by Bishop Michael Bowen to serve the parishes of English Martyrs, Goring and St. Michael's, High Salvington. Since this time our school has grown; we now have 7 classrooms, one hatted room (currently used by Palatine School) and an eco-classroom, a large hall, an ICT suite, a library, two small group rooms and administrative areas. We are a one-form entry school, and have a maximum of 210 children on roll. Our small size means that we know our children exceptionally well and they build strong relationships across the school. Our most recent Catholic School Inspection (February 2024) commented that, "Pupils flourish at this school" and that "there is a gentleness evident in the relationships between staff and pupils; everyone's contribution is valued." Members of our school community have described English Martyrs School as 'a lovely environment to learn in' (Grandparents & Special Friends Day, September 2022.)

Our grounds are very attractive and extensive. They encompass a playground, football pitches, a wooded area, an outside patio learning area, a wild garden, a pond area, digging boxes, a trim trail, storytelling area, wooden ship and small gardened areas. We aim to use our wonderful outdoor environment to support and stimulate learning whenever possible. All classes have access to a patio area and the Early Years, Year 1 and Year 2 classes have a large covered patio area.

We believe that a child's environment has a direct impact on their behaviour and pride in their school. Through the children's involvement in our grounds, we have continued to plan, grow and build a range of exciting zones around our grounds; this gives our children the stimulation and excitement needed to enjoy playtimes. We also provide games and equipment for the playground, which further enhances this important part of the school day.

We believe that we provide high standards of education and outstanding pastoral care. We have a strong belief in our school vision and mission statement and these are central to our school. We are proud of our achievements and so are our children.



## What is an aided school?

A Catholic aided school is one which has been provided by the local Catholic community, with some help from central funds, but is maintained by the Local Education Authority which pays for the whole of its running costs, including the salaries of the teachers. We rely upon the parishes and our parents to give us support in every way possible, including financial aid. Parents choosing English Martyrs are therefore expected to be not only in sympathy with its Catholic ethos but actively supportive. The governors are responsible for 10% of any major exterior maintenance costs and any improvement projects. At present all parents are asked to make voluntary contributions to the Governors' Maintenance Fund in order to meet these commitments.

As a Catholic aided school we rely upon parents to assist children in the practice and development of their faith, e.g. by receiving the Sacraments at an appropriate age. Parents applying to have their child admitted to the school will be encouraged to ensure that the child attends Mass regularly and enters into the spirit of the Church year. This enables school, parish and home to work together for the benefit of the children.

Our school is founded on a partnership between all staff, parents, parish, governors, Local Authority and Diocese. We aim to develop and foster this partnership in order to work together for the good of our children.



## Admissions

The Governing Body, as the admissions authority, is responsible for admissions to the school. The school's Published Admission Number (PAN) is 30.

A full copy of the Admissions Policy is available from the school office, or on the school website – [www.englishmartyrs.w-sussex.sch.uk](http://www.englishmartyrs.w-sussex.sch.uk).

All parents who are considering applying to English Martyrs are warmly encouraged to visit the school with their child to have a look around and, if your child is already in primary education, to talk about how we can support any transfer arrangements.



## Curriculum

At English Martyrs we aim to deliver a stimulating, high quality curriculum that will provide creative opportunities to enthuse and engage the children. Going hand-in-hand with this is our aim to model and develop a life-long love of learning.

The children are taught the essential knowledge and skills of English, Maths, Science, Computing, Religious Education and Relationships, Sex and Health Education (R.S.H.E.). The children also study the 'foundation subjects': History, Geography, Art, Music, Design Technology (D.T.), P.E. (Physical Education) and Modern Foreign Languages (M.F.L.).

## Religious Education



Religious Education influences our relationships with everyone involved in the school. It is at the very heart of all that we do at English Martyrs and we want our children to reach a greater understanding of their Catholic Faith. For the children in Early Years, Years 1, 2, 5 and 6 we are following the new Religious Education Curriculum

Directory. This curriculum is founded on scripture, and aims for the children to develop a clearer understanding of their own identity, to support their understanding of faith and to educate the children about the qualities that they need to be citizens of modern society who know, understand and show that they are children of God. The children and staff are

really enjoying the new opportunities and ideas within this document that we will continue to develop across the school in the years to come. By September 2025, all year groups will be following the new Directory – currently children in Years 3 and 4 are still following the previous RE scheme, “Come and See”.

Children regularly attend and prepare assemblies and Masses held in school. Through their parishes all children can receive a programme of preparation for the sacraments of Reconciliation and the Eucharist, which is supported in school. Both Parish Priests visit the school regularly and meet and socialise with the children and staff.

We are delighted that our continual commitment to high standards in RE was recognised in our Catholic School Inspection , which found that the Catholic Life of the school is outstanding, the collective worship is good and our teaching and learning in RE is good.

## English

As English is the medium through which all other learning takes place, we aim to develop in our children a love of language, reading and writing. English is taught through specific Literacy lessons and also throughout the curriculum in a variety of forms and for many purposes.



## Reading

All children are introduced to books from their first day in school. The vibrant library is the hub of our school, and all staff are committed to promoting a love of reading for their children. Reading is taught as a whole class, in groups and individually. We strongly encourage parents to read frequently at home with their children throughout their primary school career, as this is a significant indicator to their progress in school in all aspects of their English work. We are enormously grateful to parents who make this an enjoyable daily activity.



## Phonics and Spelling

Phonics is introduced in the Early Years and is taught daily in the Early Years and Key Stage 1. The basis of our work in this area is through the ‘Song of Sounds programme’; we introduced this in 2020 and it has proved highly successful with our children. This programme encompasses 4 short, sharp daily

activity packed session the end of the week. Children learn through song, and this is used throughout the school.

## Writing

Our aim is to teach children to write with confidence for a range of purposes, for different audiences and in a variety of styles. We will use first hand experiences to stimulate writing where possible. We teach a cursive style of alphabet as soon as a child is able. All children will be taught to join when ready and each will have frequent handwriting practice throughout the primary school age range. We put an emphasis on well-presented work, with clear, joined, legible handwriting in which each child can take pride.

## Speaking and Listening

We encourage active participation in class from all children, in individual work, in pairs and groups. Each form involves different skills and these are taught and reinforced through the whole school. We are very proud of the level of collaborative work our pupils undertake effectively. We also use drama as an effective and stimulating medium to support learning. All children have many opportunities for speaking to an audience in class, during class assemblies, masses and liturgies in class and as a school, as well as in school productions.



above all to enjoy this exploration.

## Mathematics

At English Martyrs we follow a mastery approach to deliver the mathematics national curriculum. This means that children have opportunities to explore mathematical concepts in more detail which in turn develops their confidence and enables them to apply these ideas in different contexts. We teach the children to make links between different areas of mathematics, and

We believe that every child can succeed in mathematics, and work hard to foster a 'can do' attitude with our pupils. We teach children to celebrate their successes, to understand 'getting stuck' as a learning opportunity and encourage them to always be looking to challenge themselves. Our approach is to break down large concepts into smaller, more manageable steps where children of all ages and abilities can use equipment and pictures to help them develop their understanding.

We believe a firm grounding in basic mathematical concepts will enable our children to progress well in the future.

Parents are encouraged to help their children to learn the multiplication tables and to practice some mental arithmetic using practical everyday situations at home. We subscribe to 'TT Rockstars' which is a highly effective and, above all, fun way for children to learn their times tables at home and school.

## Computing

We teach Computing through a developmental series of skill-based lessons, Internet use, and also as a tool for recording and investigating in other subjects. As the use of technology in everyday life increases we believe IT is vital for a child's future life. Therefore we teach our children to use computers as an integral part of their learning.



For use of the Internet our policy is that children are only allowed to access the Internet with permission from their parents. When the children are working in the suite on the Internet they are also accompanied by an adult. These steps ensure that our children are safe when using the Internet, which is a very important tool in researching new topics. As part of keeping safe Internet safety is taught regularly.

## Science

Our aim is to further stimulate and develop a child's natural curiosity. One way in which we do this is through the use of our school grounds for aspects of our Science curriculum. Science is delivered in a variety of ways, through blocks of planned work, and integrated through our Learning Units. The Science curriculum covers scientific enquiry, life processes and living things, materials and their properties and physical processes. Through these main areas our children experience ideas and evidence in Science, develop their investigative skills, plan and test theories, obtain and present evidence and evaluate evidence gained. Most work in Science is best learned through first-hand experience and where possible this is how our children experience new Science concepts.

## History

We aim to help children understand how they are a part of History. We encourage our children to explore the past, make links to the present and to realise how this has helped shape their lives today. They will be made aware of differences between the past and the present, they will develop a growing understanding of the chronological order of British, local and world history and begin to find some ways, in which we find out about the past today.

## Geography

Through Geography our children learn to develop an understanding of the relationships between people and their environments. Where possible this is based on direct experiences, practical activities and fieldwork in school, its immediate environment and further afield.



## Design Technology

Our children are taught to develop their Design Technology capabilities through designing, making and evaluating. Skills are taught which lead to a final outcome based on the use of the skills taught over a block of time. Often these are problem-based tasks, which create great excitement and interest.



## Art

In Art children work in a variety of ways to create pieces of art. This will include individual work, small group work, whole class and also some whole school projects. They will be taught creative, imaginative and practical skills needed to record observations, express ideas and emotions and design and make. Art is an important experience for all our children at every age and we are proud of what we achieve.

## Music

Music plays an important part in all our celebrations here at English Martyrs. There are opportunities for all our children to play an instrument and our children's quality of singing at assemblies, Masses, concerts and school plays is something we pride ourselves on. In music lessons, the main emphasis is on children making and enjoying music. Children are introduced to composing and recording their own compositions and are taught musical vocabulary and skills. In Year 4 our children have two terms of tuition in playing the ukulele and we are delighted that this year, our children in Years 3 and 5 are taking part in the Schools Singing Programme run by the Diocese of Arundel and Brighton, and have thirty

minutes of singing tuition from a choral direction each week. Our children also have the opportunity to choose to learn an instrument with 'Rock Steady Music School' or from Local Authority Music peripatetic music teachers (paid for by parents).

## Physical Education

Our children are encouraged to be active and are taught skills in a broad range of physical opportunities. Children undertake Physical Education for a minimum of 2 hours per week and are encouraged to be active in their play and additional sporting activities such as clubs at lunchtimes. Children are taught a range of sports, gymnastics, dance and athletics throughout the academic year. In addition, children in Key Stage 2 are taught to swim by qualified swimming instructors at a local pool.



In Physical Education children learn to become competent and confident in a range of skills, developing their agility, balance and co-ordination. Children engage in competitive activities against themselves and others, where they are encouraged to be their best. The PE curriculum encourages individual skill development, collaboration and sportsmanship. Our children have regular opportunities to represent the school, competing in a range of events including: gymnastics, football, netball, athletics, cricket, hockey, tag rugby, tennis and swimming.



In addition to the school curriculum, the school offers a wide range of extracurricular clubs, including football, Karate, gymnastics and Parkour. We are very proud of the quality and range of PE provision that we provide for our children. In July 2025 we were awarded the 'Platinum Plus' level of the Quality Start award, which recognises and rewards schools for their commitment to PE, School Sport and Healthy and Active Lifestyles. We have also now received the Gold level of the School Games Award for Key Stage 2 two years running, which means that we are able to apply for the Platinum level this academic year.

## RSHE

All classes learn to share experiences, build self-esteem and develop the skills of listening and responding appropriately to their peers through weekly RSHE lessons. We follow the Ten: Ten Life to the Full plus scheme, which is the scheme which Catholic schools in the Diocese of Arundel and Brighton all use. We adapt to the needs of our classes accordingly and also look for opportunities to extend our curriculum by taking part in national initiatives such as Anti-Bullying week, Safer Internet Day and Mental Health Awareness Week. Life and friendship issues, plus learning to be tolerant and respectful of others is taught in this area of the curriculum. This subject is also readily integrated into other areas of the curriculum.

## Sex Education

When teaching sex education, we follow the Diocesan-approved scheme 'Life to the Full'. Learning is built upon from year to year in a manner that is age appropriate. It is taught from the earliest year groups, when the emphasis is on taking care of your body, keeping healthy and fit. It develops in Science to incorporate the human body, (specifically body parts and their functions.) Then in the oldest years of the school procreation is dealt with, as is hygiene and looking after your changing and developing body during puberty. Parents are welcome to view the PowerPoint that we use from the 'Life to the Full' scheme and may request that their child is withdrawn from these sessions.

## Enhancing Our Learning

At English Martyrs, each class has an outdoor space and we use the outdoor environment to support and stimulate learning wherever possible. The outdoor environment is very good and continually improving – our pond area has recently been renovated, we now have new outdoor seating for the children so that we can take lessons outdoors where appropriate, and we have a new orienteering course which is loved by the children and the staff!



We also aim to enhance learning for the children through all classes to having either a visitor, a visit or immersive experiences wherever possible for their topics. This helps to develop the theme, add excitement and give insight. Parents are asked for a voluntary contribution to the expenses for these experiences. However, many are subsidised by our Friends of School Association and family finding difficulties are requested to ask for help.

In Upper Key Stage 2 the children are given the opportunity to go on a residential trip. This helps to develop not only valuable academic learning, but great life experiences. These promote many social skills, such as team building, independence, and learning to be accountable for looking after yourself and provide wonderful memories for our children as they move up into Key Stage 3.

We also have our 'English Martyrs Experience' – a list of forty things that we want all children to have achieved by the time they move on to the next stage in their learning. These ideas have come from the parents, the staff but mostly the children, and range from the day-to-day fun of learning to making daisy chains on our school field, up to going crabbing on our local beaches, having a water fight and dancing at a disco!

## Extra-Curricular Activities



For a small school we have an excellent range of extra-curricular activities. These are an important part of our school life. We believe that our children benefit from the social interaction of these activities, the team spirit developed and also the extra stimulation, which helps them to develop a positive image of their school.

These activities vary from term to term based on the weather and the current expertise and generous time that is given freely by staff and some parental helpers. These activities are held either before school, at lunchtime or after school, and are open to specific age groups depending on the organiser's requirements. To widen the scope of activities available to our children we also bring in outside providers and these do charge for each session. Examples of the clubs that we have offered over the past year include:

**Netball   Basketball   Gymnastics   Tumbletots   Sewing   'Time to Dance'   Lego**  
**Karate   Gardening   Computing   Performing Arts   Football   Parkour   CAFOD club**

## Charging

The Governors have agreed that they will charge for school visits, cooking and craft items. This will be through voluntary contribution from parents and the Friends of School Association.

## Behaviour

Our Positive Behaviour Policy is a key tool in achieving our school aims and mission statement. We believe strongly that a consistent, fair and positive approach to behaviour management will develop each child's self-worth and sense of pride in themselves and others. This helps establish our Catholic ethos in the behaviour of all children and staff. The Positive Behaviour Policy has both whole school rewards and sanctions in a hierarchy, based on a fair and equal approach for all.

Our fundamental principles are underpinned by our school's three rules:

- ✚ Be safe
- ✚ Be ready
- ✚ Be respectful

Children and staff are expected to observe the school rules. Parents are asked to support the school rules and Behaviour Management Policy in the Home-School Agreement Form. Parents are kept informed at an early stage if a child's behaviour is causing concern. The Behaviour Policy and Anti-Bullying policies are available from the school or on the school web site.





## Your Child's Progress

All children's progress is continually assessed throughout their school career in order to provide an appropriate level of challenge for each child's ability. Children are also involved in the assessment of their own progress and take an active role in their own learning. This is introduced in the Early Years class and built on throughout their journey through the school.

Nationally at the end of Key Stage 2 all children are tested in English and Maths, in Year 4 children sit the Multiplication Tables Check and in Year 1 they have an assessment in phonics. These are set tests and are reported annually to parents.

Each term parents are invited to a consultation evening to discuss their child's progress. At the end of the year there is a formal written report which parents receive on their child's progress, learning, attitude, behaviour and attendance.

Throughout the year, parents will also be invited to class assemblies and opportunities to see the learning that their children have been involved with. Although informal, this is a very informative and valuable way of monitoring your child's progress.

Some children who have individual needs have support plans which are specific to the learning needs of the pupil. Parents are welcome to make an appointment at any time during the year if they wish to discuss their child with their child's class teacher. We encourage parents to approach their child's teacher as a first port of call when concerned about their child.

## Special Educational Needs (SEN)

The 2015 Code of Practice states that:

*A person has SEN if they have a learning difficulty or disability which calls for special educational provision to be made for him or her. At compulsory School age this means he or she has a significantly greater difficulty in learning than the majority of others the same age, or, has a disability which prevents or hinders him or her from making use of facilities of a kind generally provided for others of the same age in mainstream schools. (2014 SEN Code of Practice : 0-25 years : Introduction xiii and xiv)*

At English Martyrs Catholic Primary School we reflect our Mission Statement "to accept each individual as they are" through our approach to supporting those pupils who have special educational needs. We want every child to "be their best" so we have high aspirations for our pupils with SEND so they can secure good outcomes.

Our pupils are tracked regularly through the academic year. This ensures that Class teachers and the Senior Leadership team (SLT) are aware of any dips in progress for individual pupils. There are Pupil Progress Meetings that are held regularly with Class teachers and the SLT. Included in this is any child whose behaviour is causing concern. A Class teacher will discuss

concerns with the SENCO and strategies will be identified. Concerns about Special Needs may also be raised by parents who may wish to share their observations with school.

A Whole School Approach will follow a cyclical approach of 'Assess - Plan – Do – Review'. The parents and the child are fully involved in this process alongside School staff. Once a child is identified as having special educational needs, they will be registered as SENS (Special Educational Needs Support). An 'Pupil Passport' will be drawn up with the parents and the child contributing. This will be reviewed three times per year.

## **Equal Opportunities, Racial Equality and Disability**

Our school values highlight our aim to teach our children and expect our staff to *respect* and *understand* others. Our Mission Statement states that we will *accept each individual as they are* therefore we promote equal opportunities for all our school community by acknowledging and responding to each person's needs and strengths. All programmes of work and school policies are available to all regardless of our human differences. In this way we also support and uphold West Sussex guidelines. Please see our policies on the school website for more details.

## **Gifted and Talented Children**

All children can expect their work to be differentiated to meet their ability and yet challenge them, whatever their ability. Teachers monitor and evaluate the work of the children in their class continually. If the work of a child is found to be substantially in advance of that expected for a child of a similar age, an assessment will be made. This is also true of our most able and those who are considered gifted or talented in specific areas of learning.



## Parent/School Communication



Parent/school communication is crucial to ensure your child is happy and content in school. We want to work with you to support your child and family. There are many forms of communication.

From you:

- Please book to see your child's class teacher if you have any concerns about your child. Please do this through the office or with the teacher at the end of the school day when they will be on the playground with their class.
- At the start of the day, you can drop your child to their classroom to have a brief word with their class teacher.
- Letters to the class teacher, office, SENCo or Headteacher
- Phone calls to the office to leave a message or to ask for a ring back.
- e-mail the school office: [office@englishmartyrs.school](mailto:office@englishmartyrs.school) and this can be passed on.
- e-mail your child's class teacher on the class email address
- Write in the home/school book in your child's book bag.

From us:

- We have an app called 'MCAS' [My Child At School] which is our main form of day-to-day communication for letting you know events that are coming up and key notifications. Parent / carers can also pay for trips through MCAS and check your child's attendance, and we encourage all parents to sign up to this. Our communication to parents includes
- Weekly newsletters (accessed through MCAS)
- Regularly updated website
- Topic newsletters
- Home/school reading book
- Blackboard on school pathway – events and key information is written up as needed.
- Key members of staff are available at the beginning and end of the school day.
- Class teachers are on the playground with their class at the end of each day.

## Complaints

We always want children's and families experience of English Martyrs to be the best it can, and want to work in partnership to ensure that this is the case. If a parent / carer has a concern or worry involving their child they are asked to contact their child's class teacher in the first instance; if it is not resolved they should contact the Headteacher.

If a parent has a complaint about the School Curriculum, implementation of the National Curriculum, the provision of Religious Education and worship, Charging Policies or the provision of information, they are asked to contact the Headteacher. If a parent remains dissatisfied then matters may be referred to the Chair of Governors. A copy of the Complaints Policy is available on the website or from the school office.

## **Child Protection and Safeguarding**

Child protection and safeguarding is of paramount importance to us; we are proud that our diligence and determination in making sure that our children are safe is recognised as a strength of the school. All staff are responsible for ensuring the safety of our children and all receive regular training in this. In cases where the school has reason to be concerned that a child may be subject to ill-treatment, neglect or other forms of abuse, staff will follow West Sussex Protection Procedures and inform external agencies of their concerns. Information about how we safeguard our children is available on the website, along with suggestions for parents about how they can help their children to keep e-safe.

### **Safety, Security and Traffic Control**

To keep our children safe our school has a fully enclosed site, the entrance has a coded entry system and the gates are only opened at specific times. All visitors report to the office at the school entrance and are signed in and out.

All parents are asked to adhere to a voluntary one-way system in Derwent Drive when picking up and dropping off their children. Parents are requested not to drive onto the school site as this causes danger to our children and there is not sufficient room to park or manoeuvre.

The Governors and Leadership Team follow Safer Recruitment guidelines when making new staff appointments. All staff, governors and volunteers are expected to have a DBS (Disclosure check) before working with the children. If you would like to volunteer in school or on school trips please make an appointment with our School Business manager to complete a DBS.

## **Day-to-day School Life**

### **The School Day**

The school gates are opened for children to go to their classes at 8.40 a.m., and the gates close and school starts at 8.50 am. The end of the day is 3.15 p.m. when children are brought out to meet their adults on the playground.

### **School Uniform, P.E Kits and Change of Clothes**

It is our school policy that all children wear school uniform when attending school, representing the school, or when participating in a school-organised events.

### **Aims and objectives**

Our policy on school uniform is based on the notion that school uniform:

- Promotes a sense of pride in the school;
- Engenders a sense of community and belonging towards the school;
- Is practical and smart;
- Identifies the children with the school;
- Prevents children from coming to school in fashion clothes that could be distracting
- Makes children feel equal to their peers in terms of appearance;
- Is regarded as suitable wear for school and good value for money by most parents;
- Is designed with health and safety in mind.

### **Our uniform:**

Grey skirt, trousers or shorts  
White blouse or white school collared polo shirt  
White, grey or red socks / tights  
Red school sweatshirt  
Red and white check dress in the summer (optional)  
Red school cap  
Black shoes (not trainers or open toe sandals)



### PE uniform:

Plimsolls / trainers  
Red PE shorts  
Blue school t-shirt  
Navy jogging bottoms in the winter (option)  
Navy PE hoodie (optional)



Our uniform supplier is JW Sports in Bognor; uniform can be ordered through their website and delivered to the school. Details can be found on the website under the tab for 'Parent information'.

### **Jewellery**

On health and safety grounds we do not allow children to wear jewellery in our school. The exceptions to this rule are plain ear-ring studs in pierced ears, and small objects of religious significance. We ask the children to either remove these objects during PE and games, or cover them with micro pore tape (provided by the parent), to prevent them from causing injury.

### **School Meals**

In West Sussex we have an agreement with Chartwells Meal Selector who provide a two course hot meal every day. Parents need to order the meals on Chartwells website in advance. Children in Reception, Year 1 and Year 2 are entitled to a free school meal (Universal Free Meals). Parents of children in these years do not need to order. Special dietary requirements can be catered for by contacting the catering provider.

We strongly encourage all families, whatever the age of your child in our school, that meet the 'Pupil Premium' free school meal criteria, to apply by completing the appropriate form (available from the office) even if you do not wish your child to receive a lunch. The reason we encourage all eligible families to apply is because as a school we receive extra funding based on the numbers of free school meals, which are applied for. If you think your child may be entitled to free meals, you can check the criteria on the application form. We are able to offer support to eligible families by reducing the cost of wraparound care and after school clubs.

All children are encouraged to bring a healthy morning snack into school each day in a separate container, labelled with their name. This should be either fruit or vegetables.

## Attendance

At English Martyrs we put great value on the effect of attendance on the academic and social progress a child makes. We are proud that our attendance is consistently well above national averages as this shows us that our children are happy to come to school and they enjoy their time here. Term time holidays can no longer be authorised except for exceptional and compelling circumstances. Unauthorised absences could be subject to a fine by West Sussex County Council.



## First day of contact

If your child is ill, or there is another unfortunate reason why a child cannot attend school, we ask parents to inform us on the first day of absence. If we have not been given an explanation before 10.00am, then the home will be contacted.



## Childcare

We have Early & Lates wrap-around childcare running in our school which is run by the school and staffed by teaching assistants and the Senior Leadership Team. It is open Monday to Friday term time, opening at 7.30 a.m. and closing at 6 p.m. A tiered pricing structure is in place for the afternoons – please ask the office for details.



## Governing Body

English Martyrs is a Voluntary Aided School and the Diocese holds the premises of the school in trust. The Governors work with the Headteacher to maintain and foster the Mission of our Catholic School and have the responsibility for the upkeep of the buildings and grounds. Unlike Community Schools we employ all the staff, both teaching and nonteaching, and also set our own Admissions Policy. Additionally we are required to:

- help raise the standards of pupil achievement
- plan the school's future direction
- select the Headteacher
- make decisions on the school's budget and staffing
- establish and implement a Performance Management Policy for appraising all staff
- make sure the National Curriculum is taught
- decide how the school can encourage pupils' spiritual, moral and cultural development
- make sure the school provides for all its pupils, including those with special needs
- be accountable for the performance of the school to parents and the wider community.

If at any time you wish to contact the governors, please write to the Co-Chairs of Governors, c/o The Clerk ([clear@englishmartyrs.school](mailto:clear@englishmartyrs.school)).

Mrs Frances Amos	Foundation Governor / Co-Chair
Mrs Heather Atkinson	Foundation Governor / Vice-Chair
Miss Aimee Sacco	Foundation Governor
Mr Humberto Gonzalez	Foundation Governor / Co-Chair
Mrs Julie Clinton	Foundation Governor
Mr Richard McGuire	Foundation Governor
Mr Andrew Harvey	Foundation Governor
Mrs Rosanne Turner	Local Authority Governor
Mr Clifford Traill	Parent Governor
Mrs Lorna Wells	Parent Governor
Mrs Mary O'Dell	Associate Governor
Mr Daniel Rondeau	Staff Governor
Dr Helen Townsley	Headteacher
Mrs Debbie Tate	Clerk to the Governors



## Friends of English Martyrs Association

### **Mission Statement**

“The Friends of English Martyrs Association is dedicated to enriching and supporting the lives and learning experience of children, parents and staff. We do this by providing resources, communication, raising funds and encouraging family and community involvement in the school.”

The Friends of English Martyrs Association is a registered charity. The ‘Friends’ are a group of parents, carers, staff and friends and their purpose is to encourage closer links between home and school. The Friends are best known for their fundraising work, but they have a useful social function too. Fundraising events provide an opportunity for parents, staff and pupils to get together.

### **Aims of the Friends**

1. To enhance the education and wellbeing of the pupils of the school by providing or supporting provision of facilities and resources.
2. To promote positive close co-operation and communication between parents and school staff.
3. To provide activities and events to support and enhance school provision.
4. To consider suggestions from staff, parents and children as to how funds should be spent and authorise consequent expenditure.
5. To provide an inclusive and welcoming social framework for parents, staff and children.
6. To achieve the above in support of the school’s vision and mission.





*“English Martyrs have bought my child’s whole education on more within the past 10 months than her previous school did in 3 years. She now feels she can try anything.*

*I have been surprised and delighted at the support she has received at English Martyrs and I only wish she had more time at the school.”*

– Parent email



*“I want to thank you for all the love, care and efforts yourself and the whole school staff put into my child over the years. I cannot commend you all enough. What you have put into him over the years has made the difference. Not only is he managing, he is excelling in many areas. This could not have happened without the input the school gave to him. I can’t say thank you enough.”*

– Parent email

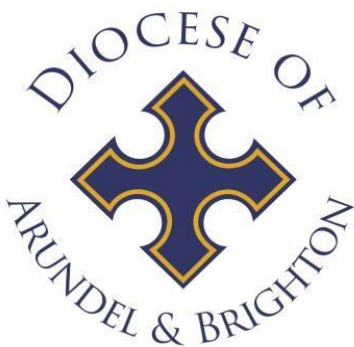
# English Martyrs Catholic Primary School

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