

2022-2023

PROSPECTUS



The Good Shepherd Primary Catholic Voluntary Academy
Somersby Road, Woodthorpe, Nottingham NG5 4LT

t: 0115 926 2983

f: 0115 952 0217

e: office@goodshepherd.notts.sch.uk

w: www.goodshepherd.notts.sch.uk



HEADTEACHER: MRS CELINE TONER CHAIR OF GOVERNORS: MRS REBECCA BURKE

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A VERY WARM WELCOME TO THE GOOD SHEPHERD CATHOLIC VOLUNTARY ACADEMY



Celine Toner
HEADTEACHER

Dear Parents and Carers,

It gives me great pleasure to welcome you, your child and your family to our school. For some of you it is the beginning of our partnership, and for some of you, a continuation. Either way, I am sure this will be the beginning of a happy and productive partnership - educating your child. Thank you for choosing The Good Shepherd Catholic Academy.

The relationship we have with you, our parents, is vitally important as it ensures the happiness and safety of your child. As a school, we make certain promises to you and these are outlined below.

First and foremost, we are a Catholic school rooted firmly in the Gospel values of love and respect. We always put the interests and needs of our children first and strive to do all we possibly can to encourage them to fulfil their full potential and develop a lifelong love of learning. We seek to live out our school mission every day and instil in the children the values of compassion, kindness and care for each other. In this way, we live like Jesus in our words and actions each day.

We want your children to learn and flourish in an environment where they are inspired to take on challenges, build upon successes and learn from mistakes. We celebrate individual achievements and talents. High standards of behaviour and learning are expected at all times to ensure every child makes excellent progress during their time with us.

We are so ambitious for your child, and we know you are too. Please help us to achieve our promises by:

- Supporting the Catholic nature and ethos of our school
- Ensuring your child reads their school books at home regularly - every night if possible
- Attending parents' evenings and any other meetings regarding the education of your child
- Letting us know as soon as possible of any concerns or worries you may have about your child or any aspect of school life, so we can work together to alleviate them
- Following the school policies, which are available to view on the school website or by request via the school office
- Ensuring your child attends school every day...on time
- Informing the office by 8.45 am if your child is too unwell to attend school
- Monitoring your child's access to home computers/tablets - e.g. by playing age-appropriate games
- Taking part in the wider life of the school e.g. by attending school events.

I am proud to be the Headteacher of this thriving community and look forward to working with you over the coming years.

Yours in partnership,

Celine Toner
Headteacher

FOUNDED 1951

OUR SCHOOL



The Good Shepherd Catholic Academy opened in 1951 as the Good Shepherd Catholic School.



In September 2018 we joined with the other Catholic Schools in Nottingham City and Nottinghamshire to form the Our Lady of Lourdes Catholic Multi-Academy Trust. We work closely with our colleagues in other schools to ensure we are delivering a high-quality curriculum across the school.

In September 2022, we welcome a further 15 Catholic schools from Lincolnshire which takes our Trust to 36 schools – 30 primary and 6 secondaries.

As of June 2022, there are 445 children on roll in school, aged between 3 and 11. The children are arranged into three Key Stages – Early Years (Nursery and Reception), Key Stage 1 (years 1 and 2) and Key Stage 2 (years 3 to 6).

In September 2021 we opened a Nursery at the Good Shepherd. This is very popular and we are flexible to the needs of families in terms of how they access this provision. From September 2022, we hope to also provide wrap-around care for Nursery age children from 7.45 am to 5.30 pm.

Each year group consists of two parallel classes. Early Years and Year 1 are situated in the St Anne's building and the remaining classes, from Year 2 upwards, are in the main building of the school.

The Good Shepherd Academy is currently judged as 'good' by OFSTED (September 2018).



We are, first and foremost, a Catholic Multi-Academy Trust and aim to provide an outstanding faith-based education; we place the life, teachings and person of Jesus Christ at the centre of everything we do. Jesus taught us to put children first:

Let the little children come to me, and do not hinder them, for the kingdom of heaven belongs to such as these.

Matthew 19:14



“My vision is that all of our children and young adults will be happy, safe and inspired to flourish spiritually, socially and academically.”

**JAMES MCGEACHIE
CHIEF EXECUTIVE OFFICER
OUR LADY OF LOURDES MULTI-ACADEMY TRUST**

LINKS BETWEEN CHURCH
AND SCHOOL ARE STRONG

OUR PARISH

The Church of The Good Shepherd

The Church of The Good Shepherd is situated on Thackeray's Lane, Woodthorpe, Nottingham. This is less than a mile away from the school.

Links between school and church are strong. Canon Philipp is a frequent visitor to school and Mass is celebrated regularly in school. Parishioners as well as families are always welcome to attend Mass in school.

The children from school also lead the Liturgy of the Word at the 10 O' Clock Family Mass once a month as well as taking the lead in the music at key times throughout the year.

Sacramental Reconciliation

Opportunities are also provided for Key Stage Two pupils to receive the Sacrament of Reconciliation in school during Lent.

Sacramental Preparation

Children receive the Sacrament of Reconciliation and First Holy Communion during Year 3. Preparation for this takes the form of a Parish-led programme.

Parents are invited to enrol if they wish their child to be included in the programme. Inclusion requires commitment from the child and the parents.

Baptism

Parents seeking Baptism or reception into the Catholic Church for a school age child should contact Canon Philipp Ziomek, our parish Priest (pictured).



OUR AIMS

The Catholic faith is central in all aspects of school life. At The Good Shepherd Academy our overall aims are:

To provide a Christ-centred environment where everyone is encouraged to develop their knowledge, understanding and commitment to the Christian faith through the teaching of the Catholic Church and its expression through prayer and liturgy.

To place the education and safety and welfare of the child at the heart of all we do.

To provide an education which places importance on the development of the whole child and that each of us is a unique gift from God: spiritually, academically, intellectually, physically, emotionally and socially.

To provide an environment where each child is encouraged to develop to the full extent of their ability. Where each person is valued and is made aware that they have the potential to make a positive contribution to the school. To help the child build a good self-image.

To provide a knowledge-rich, ambitious and connected curriculum that prioritises:

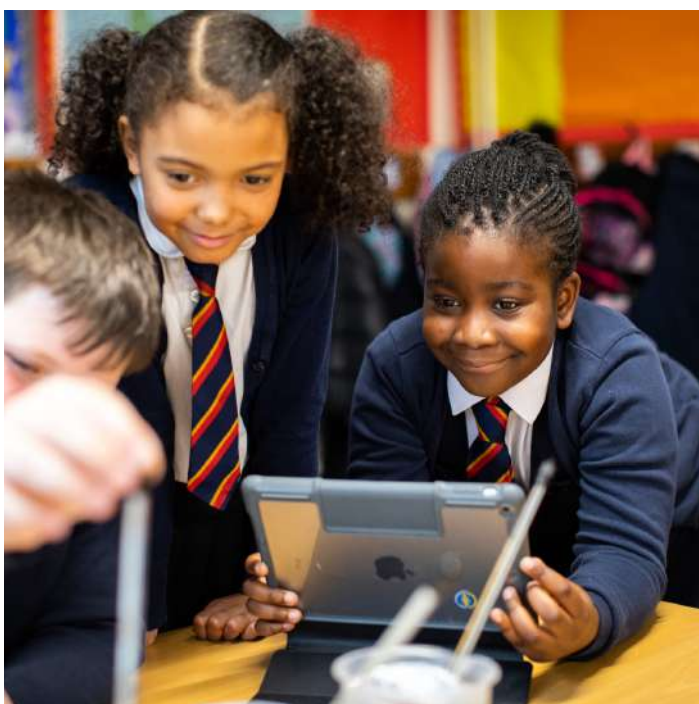
- language, literacy and numeracy;
- the ability to observe, question, hypothesise and solve problems;
- the skills of oracy, communication and confidence

To continue the already strong partnerships between home, school and parish.

To always encourage parents to take an active part in their child's education.

To provide equal opportunities in work and play, and treat all individuals fairly.

To celebrate the diversity of the society in which we live and to promote respect, tolerance, justice and peace.





ADMISSIONS

How do I apply for my child to go to The Good Shepherd Academy?

Parents wishing to apply for a place in the school for their child must complete the common application form from the Local Authority and the supplementary form for Voluntary Aided Schools. It is very important both these forms are filled in and returned by the Local Authority deadline. Late applications will only be considered after all those received on time have been considered and places allocated.

If you require any help with the forms, please speak to the Office Manager, Mrs della-Spina at school.

Parents and carers should be aware that when the Governing Body is considering applications for places, they must keep to the limit of 30 per infant class. Parents do have the right of appeal if their child is refused a place.

Please visit our website for additional information:
<https://www.goodshepherd.notts.sch.uk/parents/admissions/>



OUR SCHOOL DAY

Time	Activity
8.45 am - 8.55 am	Children arrive to school via the main entrance on Somersby Road
10.15 am - 10.30 am	Morning Break
12.00 pm - 1.00 pm	Lunchtime
2.05 pm - 2.15 pm	Afternoon Break
3.30pm	End of the school day. All children, with the exception of Early Years and Year 1, are collected from the main playground. Nursery, Reception and Year 1 are collected from their classrooms.

Please ensure that your child arrives to school on time. Arriving late disrupts the learning of others in the class and can be distressing for the child who is late. The school gate is locked promptly at 8.55 am. Arriving after this time means you will need to enter school via the main office and your child will be marked as late in the register.



KEEPING OUR CHILDREN SAFE

Keeping children safe

At The Good Shepherd Academy, we recognise the safety and well-being of our children is of paramount importance. We work hard to protect our children from harm and danger by teaching them and equipping them with the skills necessary to keep themselves safe.

The school takes part in a variety of different initiatives where outside agencies come into school to talk to the children about the various ways they can keep themselves safe.

This includes:

- Road safety & bikeability
- Anti-bullying
- NSPCC and childline
- Internet safety
- The DART Programme – Drugs, Alcohol and Resilience Training
- Water Safety
- Fire safety



KEEPING OUR CHILDREN SAFE

All staff in school receive regular safeguarding training and we understand and fully exercise our responsibilities in terms of what to do if we suspect a child is at risk of harm.

There are three senior members of staff who have received further training and are the designated members of staff responsible for safeguarding (DSL). They are:

- Celine Toner (Head Teacher)
- Ella Smallwood (Deputy Head Teacher)
- James Barfield (Year 6 Teacher)

The school governor with overall responsibility for safeguarding is Rebecca Burke.

As a school, we are required to refer any concerns regarding the safety of a child to the Social Care service for further investigation, so those children at risk can be identified quickly. This procedure is intended to protect children. When a school refers a concern about a pupil to Social Care, it is not accusing the parents of abuse, but requesting that further investigation takes place to establish whether a child is at risk or not, or whether any help or support may be given.

For more information about Safeguarding at The Good Shepherd Academy, please see our safeguarding policies on the school website or pop in to speak with one of the DSLs who will be more than happy to discuss our policy and procedures with you. If you have concerns about a child at The Good Shepherd, please speak to one of the staff named above or contact Social Care on 0300 500 8090.



SCHOOL UNIFORM

We believe that a good school uniform helps pupils to have pride in themselves and their school and promotes a sense of belonging. We encourage our children to "Dress to Impress" at school by keeping shirts tucked in and ties neatly fastened. Children are asked to come to school dressed in PE Kits on their PE days (twice per week).

Hairstyles:

We ask that children maintain a natural hairstyle and avoid severe cuts. Hair gel is not permitted, and we ask that long hair is tied back at all times.

All children need:

- A school tie
- A navy blue or black outdoor warmer coat which is worn during the colder months
- Black school shoes – not trainers or 'fashion' shoes
- A navy-blue blazer is also available for you to buy, however, this is optional.



SCHOOL UNIFORM

All boys need:

- A white shirt (short or long-sleeved)
- Grey shorts or long trousers
- A navy-blue V-neck jumper with or without the school logo
- School tie.

All girls need:

- A white blouse (short or long-sleeved)
- A plain navy skirt or pinafore dress for the winter months and a blue and white checked or striped dress for the summer months
- A navy-blue cardigan with or without the school logo
- White or navy-blue socks, long or short
- Navy-blue tights
- Grey tailored trousers are a suitable option for girls, especially in colder weather.

PE kit:

- All pupils wear a white polo shirt (with or without the logo) navy blue or black sports shorts and trainers
- In colder weather, pupils must wear a navy-blue tracksuit or sweatshirt for outside games
- Swimming kit is part of the Year 3 curriculum
- Children with pierced ears must remove studs during all PE/Swimming lessons.

Parents are requested to clearly label all items of clothing with their child's name. Please do not use biro as this washes off. It is the responsibility of the pupils and parents to look after and care for their uniform and the school cannot be held responsible for the loss of items.

You can purchase our uniform via just school wear on Main Street in Arnold or via their website:

<https://just-schoolwear.co.uk/product-category/the-good-shepherd-catholic-school/>

Alternatively, our school PTA regularly hold a pre-loved uniform sale on the school playground where good quality used school uniform can be purchased for a very reasonable price. It is well worth a look!

MEALS & SNACKS



Dinners

Meals are provided by Aspens and cooked on the premises. They are excellent quality, and children get a choice of four options each day – sandwich, pasta/jacket potato, a vegetarian and a meat option. The cost is £2.32 per meal, per day or £11.60 per week. Payment should be made via the online payment system, My Ed.

Free Meals

In September 2014, Universal Free School Meals were introduced for all pupils in Foundation, Year 1 and Year 2. We encourage all parents to take up this offer. If you think your child may qualify for free school meals in KS2 please complete the online form: <https://www.gov.uk/apply-free-school-meals>

Packed Lunches

Children may bring a packed lunch. These should be in a secure container and must not contain nuts - this is because there are children in school with severe nut allergies. Please ensure the lunch you provide is healthy and includes fruit and or vegetables. One small sweet snack per lunchbox is permitted.

All lunch boxes are stored either in classrooms or in the shelter on the main playground. If you wish to change your child's lunchtime arrangements, please endeavour to give the office two weeks' notice so they can inform the kitchen.

Milk & Fruit

Foundation and Key Stage One children are provided with a free piece of fruit, during morning break time every day, under the national fruit scheme. Milk is free for children under the age of five and those in receipt of free school meals. Otherwise, when your child reaches five, you will be asked to pay for school milk.

Key Stage Two children are allowed to bring a piece of fruit from home to eat at morning break time.

Sweets

Sweets are not permitted as a snack in school. If your child wishes to bring a sweet treat for classmates to share for their birthday, this is allowed. Please ensure treats are individually wrapped and do not contain nuts.





THE CURRICULUM

The Curriculum

The staff and governors at The Good Shepherd Academy are committed to providing an ambitious and cohesive knowledge-rich curriculum for all children in school.

The main subject areas are:

English	French	Computing
Mathematics	Geography	Art & Design
Religious Education	History	Physical Education (PE)
Science	Design Technology (DT)	Music

Our curriculum is based on the objectives set in the National Curriculum and we have clear curriculum intents for every subject in school to ensure that with each unit of learning the children know and remember more. For more information on what our curriculum has to offer, visit our school website <https://www.goodshepherd.notts.sch.uk/curriculum/>

Special Educational Needs

We are passionate that all children in school, regardless of their starting points have access to their full curriculum entitlement. Children with Special Educational Needs are supported to access their learning along with their peers through appropriate strategies and scaffolding.

If your child has additional needs or a disability and you would like to know more about what we offer at The Good Shepherd Academy, please visit our website to view our policies or contact our Special Educational Need Coordinator via the school office or email: office@goodshepherd.notts.sch.uk



RELIGIOUS EDUCATION

We are proud to be a Catholic school and live our lives according to the Gospel teachings of Jesus Christ and encourage our children to always live like Jesus in their words and actions.

In our recent Diocesan Canonical Inspection, January 2016, the school was rated as "Outstanding" - a result we are really proud of:

<https://www.goodshepherd.notts.sch.uk/information/ofsted-and-diocesan-reports/>

Religious Education is taught in accordance with the teachings of the Roman Catholic Church and the guidelines of the Diocese of Nottingham. Our Diocesan scheme is called, "Come and See" and is followed by every child.

10% of curriculum time (approximately 2hrs per week) in school is devoted to the teaching of Religious Education, which is the statutory requirement in all Catholic schools in the Diocese. The curriculum also includes learning about other world religions.



CATHOLIC LIFE

The school day is punctuated regularly by prayer. The whole school community gathers every Monday morning to begin the week in worship. We also gather throughout the week for key stage and class worship. We gather again to finish the week at 2.30 pm every Friday for our Celebration Assembly, where children are recognised for hard work, friendship and for living out the school mission. All parents are welcome to attend and, we will let parents know if their child is receiving an award.

The theme of the worship is varied following the Liturgical Year such as Advent, Lent, Easter, Christmas, saints' days etc.

During the Liturgical seasons of Easter and Christmas, special drama productions take place which celebrate the Life of Jesus Christ.

Mass is celebrated regularly in school and in the church at various times throughout the year and Fr Philipp is a regular visitor to the school. Parents, relatives, friends and parishioners are always very welcome to join us for all our services.



THE CHAPLAINCY TEAM

Pupils in Year 4, 5 and 6 are invited to join the Pupil Chaplaincy Team and are supported by our School Chaplain, Lucy Farrelly.

They are entrusted with the responsibility of:

- Giving joyful witness of Christ in our school
- Helping staff to promote the spiritual, moral, social and cultural development of all pupils across the curriculum
- Pastoral care of pupils
- Assisting with the delivery and development of the prayer life of the school, supporting assemblies, class prayer times and prayer groups
- Supporting local, national and international charities e.g. CAFOD
- The school Chaplains are commissioned during the Autumn Term when we celebrate Mass together as a school.



PHYSICAL EDUCATION

Physical Education is extremely important at The Good Shepherd Academy and is a strength of the school. We recognise how important activity is for the physical and mental wellbeing of children and all children access two physical education lessons per week. In order to get the most out of our PE sessions, children should come to school in their sports kit on the days they have PE.

Miss Heather Sweeney is the school PE Coordinator and she supports staff in the planning and delivery of the subject in school. She also coordinates after school sports clubs and competition entries.

We also employ a sports coach, Mr Dan Connolly, who works with all classes across school as well as coaching our boys' football team. He works closely with Miss Sweeney to ensure we deliver an outstanding PE curriculum across the school.

We try to ensure as many children as possible have the opportunity to represent us in a wide variety of sporting events e.g. football and netball. Children in Year 3 have the opportunity to go swimming and we take part in the Nottinghamshire swimming gala each year. For more information about PE at The Good Shepherd, please visit the school website.



RESIDENTIALS

Off-site Visits and Residentials

We pride ourselves on the creative and engaging curriculum provided for the children at The Good Shepherd. For each new topic, we will try to ensure that the learning is enhanced by either an outside visit or a visitor to the school. Every class goes on a day trip in the summer term which is a highlight of the year.

Children in years 5 and 6 have the opportunity to take part in a residential trip during the summer term:

St Michael's Environmental Centre, Hathersage

Children in Year 5 go on a two-night visit to St Michael's Environmental Centre, in Hathersage in the Peak District. They undertake a village study, visit Stanage Edge, learn map skills and enjoy lots of team building activities whilst experiencing the great outdoors.

The Briars

Children in Year 6 go on a five-day residential to The Briars Catholic Youth Centre in Crich, Derbyshire. This is a wonderful way for them to finish their time here at Our Lady's and begin to prepare for the transition to secondary school. Whilst there they take part in a variety of activities including: Visiting the Heights of Abraham, Water Meadows, Crich Tramway Museum and so much more.

They also take part in daily prayer and group activities with the week culminating in the celebration of mass.





THE BEHAVIOUR SYSTEM

The Good Shepherd Behaviour Policy is rooted in the Gospel values of love and forgiveness. As a community, we focus on praise, and rewarding good behaviour, and in so doing, we actively encourage positivity and growing self-esteem in the children.

We recognise that sometimes the wrong choices are made, resulting in behaviour that is unacceptable. On such occasions, the children are encouraged to acknowledge their mistakes and to take responsibility for their actions. The emphasis is on forgiveness, the chance to learn from the mistakes made and to start afresh.

In this way, all pupils are encouraged to live like Jesus and to grow in Christian maturity.

At The Good Shepherd Academy, we encourage good behaviour by:

- Expressing our faith and the religious teachings of the Catholic Church
- Promoting the Gospel Values of respect, forgiveness, kindness, honesty and perseverance
- The consistent implementation of our Behaviour System – ‘Traffic Lights’
- Working together as a team
- Acknowledging improvements in a young person's behaviour and building positively on them
- Using our Rewards System to good effect.



HOMEWORK

Homework

All the children receive weekly homework tasks. The main focus is on English and Maths, with other subjects becoming more important as children move up through the school. All children are expected to read regularly, initially, to an adult, and later, as they become more fluent, independently. Spelling is an important homework activity. Reception and Year 1 children are given sight words to learn, but from Year 2 upwards, children are given spellings to learn which they are formally tested on each week.

Reading: This is an ongoing activity, with books being changed at times allocated for this purpose by the class teacher.

Sight words: Words to be learnt will be put in the child's reading folder. The words will be changed/added to, when the class teacher is sure that the child knows them thoroughly.

Spellings: Spellings are given out on a set day in each Year group.

Tasks: These may be weekly but on occasion may have a longer finish date. Children are told when the homework should be completed by.

Role of Parent/Carer:

- To make it clear to the child that they value homework and support the Academy in the learning process
- To provide a peaceful and suitable environment in which the child can do their homework
- To be involved in the homework by hearing reading/reading with the child, helping the child to learn sight words/spellings, taking part in the practical tasks, supervising/helping with written tasks
- To encourage the child in undertaking the homework and to offer praise when it is completed
- To ensure that reading books/homework tasks are taken home and returned to school on the correct day.

Personal Organisers:

Each pupil receives an organiser at the beginning of the academic year and they are expected to look after them for the whole year. Pupils are expected to bring their Personal Organisers with them every day. They are a link between home and the academy and there are spaces for parents to write messages where necessary. When you hear your child read or work with them at home, please write your comments in the appropriate space.



ATTENDANCE

Attendance and Punctuality

At the Good Shepherd Academy, good attendance and punctuality is very important. Children who do not attend well and on time, cannot achieve their full potential.

Attendance:

We expect the following from our parents/carers;

- To ensure their children attend school regularly and punctually
- To ensure they contact the school on the first morning of absence before 8.45 am and every day thereafter until the child returns to school
- To ensure that children arrive in school well prepared for the school day and to check that they have done their homework
- To contact the school whenever any problem occurs that may affect performance.

We expect the following from our children:

- That they attend school regularly
- That they will be on time and be appropriately equipped for the day.

Parents and children can expect the following from The Good Shepherd Academy:

- Regular, efficient and accurate recording of attendance
- Early contact with parents when a pupil fails to attend school without providing a reason. Persistent unauthorised absence is likely to result in a Local Authority fine
- Immediate and confidential action on any problem notified to us
- Rewarding good attendance
- A quality education
- A school attendance officer to provide support, advice and guidance to parents and carers on all aspects of school attendance.



PUNCTUALITY

Punctuality:

The importance of arriving to school on time:

- Arriving late at school may cause embarrassment for the child
- Children arriving late is disruptive, not only to their own learning but to the learning of others
- Children may miss something important such as lesson plans or instructions on how to complete a piece of work
- Lateness can affect how students form friendship groups. Social interaction with peers before school is important
- Children are marked present. The register is not only a legal document it also provides evidence that children have arrived at school and are safe
- Punctuality shows reliability and is a valuable attribute for future working life.

Children who arrive after the gate is locked at 8.55 am will be recorded as late to school in the register.

We will contact you if we have concerns about your child's punctuality and request that you meet with us to discuss how this can be improved.

Children who remain uncollected at the end of school time, or after a school club will be taken to the school office. Regular late collection from the main entrance will be monitored and letters will be sent to persistently late parents.



ABSENCE

Absence:

In the case of absence, parents should inform the Good Shepherd Academy on the first morning before 9.00 am, giving the reason for the absence. This can be communicated by telephone, personal message or letter from the parent/carer which can be written in their child's personal organiser. We cannot accept a verbal message from a child.

If we do not receive a message, we will telephone to ascertain why your child has not arrived - if your child's attendance falls below 95% over a term, absences will not be authorised unless you have one of the following: doctors note, appointment card, sight of prescription medicine.

- The Good Shepherd Academy endeavours to meet with parents to discuss the absences and try to resolve any issues parents may be experiencing.
- If your child is deemed to be a 'persistent absentee' (statistics produced by DfE), the Academy would report your child to the Education Welfare Officer who would make a home visit.
- If the Good Shepherd Academy feels that attendance is not improving, a fixed penalty fine can be issued.



HOLIDAY REQUESTS

Holidays during term time:

We are always concerned about the amount of school time pupils miss as a result of family holidays. There is no entitlement to time off in term time. Leave of absence is only allowed at the discretion of the headteacher in accordance with our policy as agreed by the board of governors.

It is our policy that:

- Requests for long-term holidays of more than 10 days will not be authorised once children reach statutory school age. Absence taken and not authorised could be liable for a Fixed Penalty fine.
- Parents wishing to apply for leave of absence for term-time holidays need to contact the headteacher outlining the special circumstances and explain the reason. The headteacher will consider your request and advise you of her decision, (possibly asking to meet with you to discuss it). If authorisation has been granted a holiday form will be sent for you to complete and return. Further time than allowed will be unauthorised and you risk your child being taken off the school roll.
- Holidays will not be authorised and should not be taken before and during periods of assessment for year 6 pupils.
- Teachers will not provide work for pupils who are going on holiday.
- For further information see the policy section on our school website.

Please remember that holidays in school time can be very disruptive for children particularly in September when it is very unsettling for a child to miss the start of the school year.

The more time your child misses from school, the more difficult it is for them to catch up with their work. Valuable learning time is lost. A good understanding of the work can only take place when the pupil is in the classroom.

PARENTS' MATTERS

Parents' Matters

Parent Consultations

Parents' Consultations are arranged regularly during the academic year. In the first couple of weeks of the Advent Term, you are invited to meet your child's teacher. These 'Meet the Teacher' sessions provide teachers with the opportunity to outline classroom systems and expectations as well as providing parents with a chance to see their child's classroom and discuss any individual concerns.

Towards the end of the first half of the Advent Term, there is another opportunity to meet the teacher in a Parents' Consultation. Individual 5-minute appointments are made, and a chance is given to discuss how well your child has settled into a new class, what progress they are making and what parents can do to support their children in their learning.

This is repeated in the Lent Term when another Parents' Consultation takes place. You are invited to look at your child's work, and to discuss any concerns or questions you or the teacher may have.

In the Pentecost Term, you will be sent your child's report outlining the progress they have made in all key areas throughout the year.

In addition to the above, there is a meeting for parents of new Foundation Stage children. This is held prior to the child starting main school and is an opportunity for parents to ask questions and to find out the types of activities your child will undertake and ways of supporting them at home.

The Parent Governors

The Parents elect two parents to sit on the Governing Body of the Academy for a period of four years. Ask at the office to find out who the current Parent Governors are, we will be happy to put you in touch.

The Home - School Agreement

This agreement was drawn up in consultation with parents and children and is a commitment by Parents and the Academy to the child's education. You will be asked to sign them early in the Advent Term each year.

Parent Helpers

Parents are welcome in the school as helpers. If you are interested, please speak to the headteacher or your child's teacher. You may not be asked to help in your child's class but can volunteer your services to another class within the school. In addition, parents are always needed to help with school trips. Let your child's teacher know if you are interested in this.

COMMUNICATION WITH PARENTS

Communication with Parents

We aim to keep parents fully informed about school activities and dates. A headteacher newsletter is sent to all parents approximately every 3-4 weeks via MyEd/the school website. Please see the table below for a more detailed outline of the communication you can expect to receive from The Good Shepherd Academy.

Communication	Method	Who from?	How often?
Headteacher newsletter	Website/Email	Mrs Toner	Every 3-4 weeks
Class newsletter	Website/ Email	KS1 & KS2 class teachers	Termly
EYFS newsletter	Website/ Email	Nursery & Reception class teachers	Half termly
RE newsletter	Website/ Email	Mrs Dougal	Termly
Sporting newsletter	Website/ Email	Mr Connolly	Termly
PTA Newsletter	Website/Email	PTA Members	Half Termly
Trip letters	Website/ Email	Class teacher	As required
Sporting events and clubs (school-led)	MyEd	Mr Connolly	As required
After school clubs (outside providers)	MyEd	Mrs della-Spina	As required
School improvement information e.g. curriculum development	Website/Email	Mrs Toner/Subject Leaders	As required
Other key events e.g. World Book Day	Website/Email	Staff responsible	As required
Congratulations Assembly announcement	MyEd message to Specific parents	Office	As required
Formal correspondence e.g. absence request, attendance concerns	Letter - post	Mrs Toner / Mrs Scorer	As required
Photos and messages of day-to-day school and class activities	Good Shepherd Twitter	Class Teachers	Weekly +
Payment Reminders	MyEd	Office	As required
Event Reminders	MyEd	Office/PTA	As required



EXTRA PROVISION

Extra Provision

The school provides a range of additional activities, often beyond the school day to help meet the needs of children, their families and the wider community.



Breakfast Club & After School Care:

This is run by the outside provider, Woodpeckers. It opens at 7.45 am and closes at 8.45 am when the children are brought on to the school playground ready for the day. After school, at 3.30 pm, the after-school staff collect the children from the playground and the children remain with them until 5.45 pm. This provision takes place on the school premises during term time only. For more information, please contact Woodpeckers Office on 07507 503942 /07534 463618 or email enquiries@woodpeckerschildcare.com

Extra-Curricular Activities

The school organises a number of extra-curricular activities. In most cases, a coach is employed and children are asked to pay a small amount for each session attended. Activities are open to children whose age and experience is compatible with the activity. Currently, activities on offer are as follows:

- Irish Dancing
- Multi-sports
- Art
- Netball
- Choir – Lunchtime
- Football - lunchtime
- Mega-movers - lunchtime
- Netball

