



Dear Parents/Carers

Welcome to our School

On behalf of CDAT, the staff and governors I would like to welcome you and your family to St Matthew's Church of England Primary School.

Our school is a happy, Christian community where each child is valued.

At St. Matthew's:

- We make sure the children enjoy their school life and feel safe and secure within the school family.
- We create an atmosphere that encourages the growth of confidence, self-discipline and the development of independent learners.
- We expect high standards of behaviour and work, trusting that parents and carers will share our expectations and work alongside us.

Partnership with parents is essential in order that we can achieve the best for your child and we would hope that you take advantage of opportunities to share in your child's education and the life of the school.

I hope you find this prospectus useful and informative. If you have a query or concern about any aspect of your child's development, please remember that we are here to help.

Yours faithfully

Mrs Jackie Band
Principal



Dear Parents/Carers

As Chief Executive Officer of Chester Diocesan Academies Trust (CDAT), I welcome you and your families to St Matthew's C of E Primary School. St Matthew's is one of three academies in CDAT and, along with 113 other schools, is part of our church school family.

Chester Diocesan Academies Trust (CDAT) is a multi-academy trust established by the Chester Diocesan Board of Education. It is a church organisation that is committed to ensuring that all children achieve their academic potential and are provided with a distinctly Christian environment in which to grow.

I am delighted to have the opportunity of working closely with the community of Stockport to ensure that our children have the best education possible.

Yours faithfully

Mr Chris Penn
CEO

Our Vision Statement

CDAT's vision is to provide the very best education for every child in St Matthew's so that they succeed and are well prepared to move onto their next phase of schooling. Our strong Christian ethos will be the foundation of all we do and by guiding and informing the actions of children, staff and governors we will:

- support our leaders to be highly effectively in leading school improvements
- support our teachers and support staff to be outstanding practitioners – providing high quality teaching so that every child learns and makes progress
- provide a curriculum that is broad, rich and balanced; focused on developing knowledge and skills; and meets the needs of every child
- provide a learning environment within which children are happy and motivated learners
- provide learning opportunities that are inclusive, engaging and challenging for every child
- expect all children to make at least the expected level of progress – with many working at greater depth – and all achieving their full potential
- expect all children to be listened to and their views taken into account
- work with parents to enable them to contribute to their children's learning
- work with other schools and the wider community to ensure that we maximize the learning opportunities that they can provide for our children and staff
- value and respect children from all faiths and beliefs – and take into account their beliefs when planning for their learning and the learning of others.

St Matthew's C of E Primary School

The school is a Church of England Academy. It is co-educational from 4 – 11 with a nursery class for 3 – 4 year olds. There is one class for each age group with no mixed age classes. Our admission number is 30, which means that we can admit 30 children into the reception class each September.

We have a 40 place nursery. There is a separate entrance for the nursery at the front of the school. Nursery and Reception children benefit by working in our Early Years classroom and secure outside play area. We have an induction programme of visits to the school and information meetings for parents during the summer term for nursery/reception pupils and parents. All the other classrooms are around three sides of a quadrangle. The centre of the school has its own garden. The main entrance to the school is on Bowdon Street and this has an intercom system for security. Each phase has a separate playground and there is also a secure area where ball games are played.



The Governing Body

The Local Governing Body is a body of people appointed to work in St Matthew's and to manage the school on behalf of Chester Diocesan Academies Trust (CDAT). The Principal is accountable to the Local Governing Body and the Local Governing Body is accountable to CDAT.

The role of the Local Governing Body is to provide strategic management and to support the work of the Principal and other staff in school. The Principal of the school is responsible for the day-to-day management of the school.

The LGB monitors the school's progress and is responsible for ensuring the children of St Matthew's get the best education possible. This includes holding the Principal to account for effective teaching and learning across the school and managing the budget to support this.

The Local Governing Body at St Matthew's is made up of three committees that have clear terms of reference and powers delegated as appropriate for their areas of responsibility. All committees, along with the whole LGB, are tasked with ensuring the Christian ethos of the school is developed and forms the basis of all their work.

Members of the Local Governing Body

CURRICULUM, SAFEGUARDING AND STANDARDS COMMITTEE

Helen Wetherall (Chair)
Jackie Band (Principal)
Lois Hallam
Carole Owen
Beth Harris (Staff Governor)
Naomi Perkins (Parent Governor)

RESOURCES COMMITTEE

Helen Wetherall (Chair)
Jackie Band (Principal)
Neil Charlton Jones
Jim Caulfield

FAITH AND COMMUNITY COMMITTEE

Rev David Brewster (Chair)
Jackie Band (Principal)
Lois Hallam
Alan Hodgkinson

Judith Castledine (Clerk to the Governing Body)

The Principal sits on both committees and is a member of the LGB.

Staff List 2017/2018

Principal Mrs Jackie Band
Vice Principal Mrs Fiona Rattigan

Early Years Leader Mrs Victoria Sadler
KS1 Phased Leader Mrs Fiona Rattigan
KS2 Phased Leader Miss Adele Clare

Teaching Staff

Nursery	Miss Marie Facey
Reception	Mrs Victoria Sadler Mrs Alison Hardy
Year 1	Mrs Fiona Rattigan
Year 2	Miss Beth Harris
Year 3	Mrs Joanna Simon
Year 4	Miss Ashleigh Chatfield
Year 5	Miss Adele Clare
Year 6	Mr Jack Morrison
	Miss Sophie Livsey

Classroom Support Staff

Nursery	Mrs Amy Morgan
Reception	Mrs Andrea Hobson
Year 1	Mrs Jane Phelan
Year 2	Mrs Gail Harper
Year 3	Mrs Helen Hardman Miss Nicola Hutchinson Mrs Tahmina Jahid
Year 4	Miss Karen Beard
Year 5	Mrs Nicola Brown Miss Laura Gilbert
Year 6	Mrs Clare Henry Dr Elizabeth Chilvers
Teaching Assistant	Miss Sarah Smith
Learning Mentor	Mrs Eilish Gallagher

For any issues/concerns regarding safeguarding our children please refer to our Safeguarding Policy and immediately contact our Designated Safeguarding Officers, Mrs Eilish Gallagher (Learning Mentor), Mrs Jackie Band (Principal), Mrs Fiona Rattigan (Vice Principal)

Non-classroom Support Staff

Business Manager	Miss Suzanne Rimmer
Financial Consultant	Mrs Ceri Lloyd
Administration Assistant	Mrs Emily Comyn
Site Manager	Mr Chris Moran
Cook	Mrs Pat Ryan
Breakfast Club	Mrs Debbie Nicoll Miss Nicola Hutchinson Mrs Tahmina Jahid
Kitchen Assistant	Mrs Donna Mottershead
Kitchen Assistant	Miss Adele Newman

Mid-day Support staff

Miss Karen Beard (supervisor)	Mrs Andrea Hobson
Mrs Helen Hardman	Miss Rebecca Worgan
Miss Nicola Hutchinson	Mrs Nazia Bano
Mrs Amy Morgan	Miss Sarah Smith
Miss Angela Fell	Miss Hannah Taylor
Miss Lauren Prince	

Admissions

St Matthew's is a one-form entry primary school with approximately 30 children in each year group and 40 children in the nursery. We welcome opportunities to show prospective parents and children around the school. Please phone or call at the office to arrange a convenient time. Places at St Matthew's C of E Primary School are allocated by the Stockport School Admissions team based at the Town Hall.

Admissions policy

Chester Diocesan Academies Trust is the admissions authority for St Matthew's CE Primary School and will allocate places according to the criteria indicated below. This policy will be reviewed by the trust on an annual basis.

Making an application

Although Chester Diocesan Academies Trust is the admissions authority, admissions to reception for all schools and academies are co-ordinated by the Local Authority and so parents will need to fill in a common application form provided by the Local Authority. Applications for admission to (St Matthew's C of E Primary School) should be made on the form online at www.stockport.gov.uk/schooladmissions by the closing date set out in the LA's co-ordinated scheme. It is not normally possible to change the order of your preferences for schools after the closing date.

Letters informing parents of whether or not their child has been allocated a place will be sent out by the Local Authority. Parents of children not admitted will be informed of the reason and offered an alternative place by the Authority.

Parents should be aware that attendance at the nursery does not guarantee a place in reception and an application for a reception place must be made as set out above.

Admission procedures

The planned admission number (PAN) is **30**. This arrangement follows consultation with other admission authorities in the area. There will be no restrictions on admissions to the reception class unless the number of children for whom admission is sought exceeds this number.

The academy trust operates a system of equal preferences under which all preferences are treated equally and the Local Authority allocates places according to CDAT's policy. All children having a statement of special educational needs in whose statement the school is named will be admitted. In the event that there are more applicants than places remaining, the academy will allocate these places using the following criteria, which are listed in order of priority:

1. Looked after children and children who were looked after but ceased to be so because they were adopted (or became subject to a residence order or special guardianship).
2. Children with exceptional medical or social circumstances affecting the child where these needs can only be met at this academy.
3. Children who live in the catchment area and who have a sibling currently attending the academy who will still be attending the following year (a map is attached)
4. Children who live in the catchment area.
5. Children who live outside the catchment area and who have a sibling currently attending the academy who will still be attending the following year.
6. Children who live closest to the academy as measured in a straight line from child's home address or the main entrance of the block of flats they reside in to the nearest entrance of the school, using the Local Authority's computerised measuring system. In the event of a tie break a lottery overseen by an independent body will be undertaken.

Definitions and notes

a) A looked after child is a child who is a) in the care of the Local Authority, or b) being provided with accommodation by a Local Authority in the exercise of their social services functions (under section 22(1) of the Children Act 1989). A previously looked after child is one who immediately moved on from that status after becoming subject to an adoption, residence or special guardianship order.

b) Professional supporting evidence from eg a doctor, psychologist, social worker, is essential if admission is to be made under the criterion for exceptional medical or social circumstances, and such evidence must set out the particular reasons why the school in question is the most suitable school and the difficulties which would be caused if the child had to attend another school.

c) Sibling refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer's partner, and in every case, the child should be living in the same family unit at the same address.

g) A map showing the boundaries of the catchment area is attached and also available on the Local Authority website at

www.stockport.gov.uk/services/education/educationtrainingandemployment/schooladmissions3/catchmentareamaps.

Late applications for admission

Where the local authority accepts that there are extenuating circumstances for an application being received after the last date for applications, and it is before the list of pupils to be admitted has been established, then it will be considered alongside all the others.

Otherwise, applications which are received after the last date will be considered after all the others, and placed on the waiting list in order according to the criteria.

Waiting list

Where there are more applications than places, the admissions criteria will be used. Children who are not admitted will have their name placed on a waiting list. The names on this waiting list will be in the order resulting from the application of the admissions criteria. Since the date of application cannot be a criterion for the order of names on the waiting list, late applicants for the school will be slotted into the order according to the extent to which they meet the criteria. Thus it is possible that a child who moves into the area later to have a higher priority than one who has been on the waiting list for some time. If a place becomes available within the admission number, the child whose name is at the top of the list will be offered a place. This is not dependent on whether an appeal has been submitted.

This waiting list will operate until the end of the autumn term.

Address of pupil

The address used on the admission form must be the current one at the time of application.

Where the parents live at different addresses, the current-at-the-time-of-application, normal address of the child will be the one used. This will normally be the one where the child wakes up for the majority of Monday to Friday mornings. Parents may be asked to show evidence of the claim that is being made for the address, e.g. utility bills of various sorts showing the child's address as the one claimed. Where there is dispute about the correct address to use, the academy trust reserves the right to make enquiries of any relevant third parties, e.g. the child's GP. For children of UK Service personnel and other Crown Servants returning to the area proof of the posting is all that is required.

Non-routine admissions

It sometimes happens that a child needs to change school other than at the "normal" time; such admissions are known as non-routine admissions. Parents wishing their child to attend St Matthew's may arrange to visit. They will be asked to complete an online application form and will be offered a place in writing if one is available. The LA will be informed of any applications and their result. If there is no place available then applicants will be informed in writing, and information

about how to appeal against the refusal will be provided. Where more than one application is received, the oversubscription criteria will be used to rank the applications.

Please note that you cannot re-apply for a place at a school within the same school year unless there has been relevant, significant and material change in the family circumstances.

Appeals

Where it is not possible to offer a place because St Matthew's is over subscribed, parents have the right to appeal to an independent admission appeals panel, set up under the Admission Appeals Code 2012 established under the School Standards and Framework Act, 1998, as amended by the Education Act, 2002. Parents should fill in an appeals form and return it to the school by the date indicated on the school's website. Parents will have the opportunity to submit their case to the panel in writing and also to attend in order to present their case. You will normally receive 14 days' notice of the place and time of the hearing.

If your child was refused a place in Reception or Key Stage 1 because of Government limits on Infant class sizes, the grounds on which your appeal could be successful are limited. You would have to show that the decision was one which, in the circumstances, no reasonable body would have made, or that your child would have been offered a place if the admission arrangements had been properly implemented.

Please note that this right of appeal does not prevent you from making an appeal in respect of any other school.

Fraudulent applications

Where it is discovered that a child has been awarded a place as the result of an intentionally misleading application from a parent (for example a false claim to residence in the catchment area) which effectively denies a place to a child with a stronger claim, then the academy trust is required to withdraw the offer of the place. The application will be considered afresh and a right of appeal offered if a place is refused.

Deferred admission

Children are eligible for a reception place from the beginning of the school year in which they become 5 years old. However, they do not become of compulsory school age until the start of the term after their fifth birthday. After a place has been allocated and accepted parents can request that the place be deferred until later in the year and if they do this the place will be held for the child. They cannot however defer entry beyond the beginning of the term after the child's fifth birthday, nor beyond the academic year for which the original application was accepted. Parents can also request that their child attends on a part time basis until the child reaches compulsory school age.

Curriculum

The curriculum taught at St Matthew's is broad and balanced, relevant and accessible to all pupils.

A new National Curriculum for pupil's aged 5 -16 in local authority schools was introduced in September 2014. As an academy, independent of the local authority, St Matthew's does not have to follow the National Curriculum. However, the academy's governing Trust, Chester Diocesan Academies Trust, has decided to adopt the National Curriculum as the basis for what is taught in the school. The Trust believes this is best for the pupils in St Matthew's so they will enter the next stage of their education having followed the same curriculum as those from other schools.

The National Curriculum lays down the basic knowledge, understanding and skills the government expects all pupils to learn. It is not the whole curriculum. The school also teaches religious education, citizenship and personal, social and health education, so that pupils' spiritual, moral, social and cultural development is provided for and that they are prepared for life in modern Britain.

Also, the school seeks to enrich what is taught by after-school activities and in undertaking educational visits and residential experiences out of school.

The National Curriculum has three core subjects of English, mathematics and science and nine foundation subjects: history, geography, music, art and design, computing, design technology, a foreign language and physical education. All these subjects are taught at St Matthew's. They may be taught separately or along with other subjects as part of a theme or topic, designed to make learning relevant to pupils. There is an emphasis on English and mathematics to ensure pupils move onto secondary school literate and numerate.

Details of individual National Curriculum subjects for each academic year can be found at

<https://www.gov.uk/government/collections/national-curriculum>

Reading is especially important in the primary stage. At St Matthew's we use a reading approach called 'ReadWriteInc phonics' from Reception onwards.¹

In the current National Curriculum, the emphasis has changed from moving pupils on from one 'level' to the next to making sure that pupils understand the key knowledge they must know before moving onto more difficult ideas. Teachers must judge how well each pupil's understanding is developing in relation to that of pupils of their age. More-able pupils will be encouraged to apply their understanding at greater depth. Pupils who find learning difficult, including those with special educational needs, will not be taught work that is too hard for them. The teacher is responsible for matching work accurately to the stage of learning each pupil is ready for.

The curriculum for the children to the end of their Reception year is now called the Early Years curriculum. There is an increased emphasis on children being ready for the National Curriculum in Year 1. However, children's development is assessed and reported as before in the Early Years Profile, which is shared with parents at the end of Reception.

Special Educational Needs

The object of our school policy for special educational needs (S.E.N.) is to ensure that all children benefit as fully as possible from their education. All children will have access to a broad and balanced curriculum, which will include the national curriculum and follow the principles of the school's teaching and learning policy.

Children with special educational needs are taught following policy and their needs are addressed individually. The appropriate professionals determine objectives for children who have special educational needs and individual programmes are planned. We ensure all pupils receive their entitlement to a relevant education.

Extra Curricular Activities

We believe that our curriculum work can be consolidated and extended through the provision of after school clubs, trips, visitors and residential visits for our children.

We provide opportunities outside school hours to enhance children's learning experiences. Clubs are held for children after school. Different clubs are available for pupils depending on their year group. Currently the school is offering a range of sporting activities plus games club, film club, gardening, baking and ICT.

¹ More information about ReadWriteInc can be found at <http://www.ruthmiskin.com/en/read-write-inc-programmes/phonics/>

Parental Involvement

Parental involvement is encouraged and valued in school. If you are able to spare some time please contact the Principal, however, a police safeguarding check is essential. Please contact the school for more details

Food in School

School Meals

Children who stay over the lunch hour may have a cooked dinner or bring a packed lunch. School meals are attractive and wholesome. They are cooked on the premises and a choice of meals is available. Dolce is our school dinner provider. Lunchtime is more than a nutritious meal, it is an opportunity to relax and socialise. It is important to us that each and every child enjoys their meal and has the energy to study and learn in the afternoon.

Our kitchen provides a range of healthy, nutritious meals. In support of our "Healthy Schools Award" status, children are encouraged to select freely from the salad bar and fresh fruit platter each day in addition to their meal. There are a number of meal options available each day accompanied by a drink and dessert.

The cost of a school meal is £2.20 per day £11.00 per week. From September 2017, Dolce will be operating a cashless system. Payment can be made by direct debit, online payment or a telephone card payment. Further information is available from the school office.

Packed Lunches

These should only contain food that the children can cope with by themselves. No glass bottles are allowed and we would ask you not to send in sweets or fizzy drink. We try to encourage the children to make healthy choices both in lunch boxes and snacks. All Early Years and Infant children receive a free piece of fruit daily via the National Fruit Scheme.

Tuck Shop

Our healthy tuck shop is available to KS2 children and provides a large variety of healthy snacks including toast, teacakes, milk, bags of fruit etc. All Early Years and KS1 children are entitled to free fruit.

Free School Meals

EYs and KS1 (Reception, Year 1 and Year 2) children receive a free school meal.

Other children from families in receipt of Income Support/Income Based Job Seekers/Child Tax Credit allowance are eligible for free school meals. Application forms and further information are available from the Education Division's Welfare Benefits team (0161 474 3878) at the Town Hall or school office. It is important that you register your entitlement, even if you choose to provide a packed lunch for your child, as this impacts on the funding given to the school. If you are unsure, please contact the school for clarification.

Milk

Milk is free to children in nursery and reception children up until their fourth birthday. Parents of those children in nursery or reception can pay a small weekly charge and have school provide a snack for their child (ren).

Child Protection and Pupil Welfare

Medicines in School

Wherever possible, all medicines should be administered at home. Medicine can only be given at school if all the following apply:

- It has been prescribed (4 times a day) by a doctor.
- A consent form is completed giving all required details.
- The medicine is clearly labelled with the child's name and correct dosage.
- Medicine and permission forms are handed in at the school office.

Medicines will be administered from the school office. Parents of children with asthma should keep the teacher informed of any new developments. Inhalers will be kept in the classroom and children are encouraged from an early age to administer this for themselves. It is parents' responsibility to renew inhalers in line with recommendations on the label. Pupils with more serious medical conditions will have a health plan which will be discussed with parents and the school nurse, working together with school to support the child.

Accidents

Minor cuts and grazes will be treated in school but more serious accidents will be referred to the hospital. The school will always try to contact a parent or emergency contact person. Please make sure that your contact form is up to date and gives:

- Your work number if applicable.
- Current emergency contact numbers/persons. If a child has a minor injury we may sometimes contact you to ask for your advice following a bump or the onset of illness; otherwise, they will bring home a 'bumped head' letter to keep you informed of any relevant accidents.

Child Protection

It is part of the school's responsibilities to ensure that our pupils are able to exercise their right to be safe. Pictures of the children will only be used, for example on our website, with parental consent. In the event of the school having serious concerns about a pupil having their right to be safe abused, the Principal **is required** to make a referral to Social Services. Parents will be informed if we take this action, unless we are advised otherwise.

School Uniform and Dress Code

It is our aim to encourage all our children to be proud of their school and to identify positively with it. School uniform helps each child to feel part of the school family.

The school uniform we sell is practical, economical and washes well!

Girls	Boys
White polo shirt (with or without logo)	White polo shirt (with or without logo)
Purple sweatshirt/cardigan (with logo)	Purple sweatshirt (with logo)
Grey skirt/pinafore or trousers	Grey shorts or trousers
Purple and white checked dress	White PE t-shirt
White PE t-shirt	Black PE shorts
Black PE shorts	Black PE pumps
Black PE pumps	

Uniform order forms are available from the school office – a small stock of garments is available from the school office. We request that children wear black school shoes, which do not have heels. **Trainers are not acceptable** during the school day except for outdoor PE.

Outdoor Games

As for P.E. but in winter a tracksuit (or equivalent) may be worn if it is very cold. Trainers may be worn for outside activities.

Jewellery

The wearing of jewellery is not acceptable in school. Children with pierced ears may wear studs, but sleepers or dangling earrings pose a danger and are therefore unacceptable. (No other body piercing is acceptable). On those days when your child is timetabled for P.E. all earrings must be taken out at home.

Hair

Hairstyles must be appropriate. Long hair should be tied back; short hair must not be too short nor should hair be shaved. Unfortunately, all schools have problems periodically with head lice. Please let the school know as soon as possible if your child has head lice.



Procedure for complaints

We believe that it is important to work closely in partnership with parents/carers to ensure that your children are happy and fulfil their potential. If you have any concerns or complaints the procedure, which is available from the school office, is set out below.

- Minor complaints should be dealt with informally by your child's class teacher. If you are not satisfied with the outcome, you should contact the Principal.
- Serious complaints should be addressed to the Principal. The complaint will be investigated and a meeting arranged to try and resolve the problem. All complaints will be dealt with as quickly as possible.
- If you feel that the complaint has not been dealt with satisfactorily by the Principal, you have the right to complain to the Local Governing Body (via the Chair of the Governors).
- If your complaint remains unresolved, you may contact Mrs Sue Noakes at Chester Diocesan Academies Trust, Church House, 5500 Daresbury Park, Warrington WA4 4GE

The School Day

St Matthew's School is a well-organised and well-maintained school, which has high standards. The following procedures help ensure its smooth running.

School starts at 8.50am

Class	Morning Session	Lunch time	Afternoon Session
Nursery (15hrs)	8.45 - 11.45		
Infant (R,Y1,Y2)	8.50 - 12.15	12.15 - 1.15	1.15 - 3.15
Junior(Y3,Y4,Y5,Y6)	8.50 - 12.00	12.00 - 1.00	1.00 - 3.15

Mid-morning break/snack time 10.45am – 11.00am KS1 and KS2

Children need to arrive before the bell rings. Nursery children should be handed over to the staff each day and collected at the end of the session.

Doors are closed at 9.00am; latecomers must come in through the main entrance, and register with the school admin team who will mark them as late.

Early Years and KS1 children should be collected from the classrooms. KS2 children will leave from their cloakrooms. If you cannot collect your child, then the school must be informed of who is to collect the child. It should be someone the child knows well. If, in an emergency, you will be late collecting your child, please phone the school and we will ensure your child is informed. School operates a security password system for Early Years and KS1.

Attendance

Children must attend school regularly and on time if they are to benefit from their school life. If your child is absent, please notify us as soon as possible. Please follow guidance re recovery times from the school office if your child is unwell.

Holidays during term time, other than in the most exceptional circumstances, will not be authorised. If you wish to request a holiday, please make an appointment to see the Principal.

Attendance is monitored by our learning mentor, who will follow up frequent lateness and/or unauthorised absences. Any absence from school without a reason provided by the parent is classified as unauthorised. Attendance is registered twice daily.

Attendance for 2016/2017

Total attendance	96.1%
Unauthorised absences	1%
Authorised absences	3.8%

Smoking Policy

The Law, since 1st July 2007, bans all smoking in public buildings and work places in England. Therefore, St Matthew's has a legal responsibility to ensure that anyone within the boundaries of the school site must not smoke. Parents are also requested not to smoke at the school gates.

The full smoking policy is available on application.

Dogs

Dogs are not allowed on the school site. Please stand away from the gate if you walk your dog to school.

School Discipline

Good behaviour is a necessary condition for effective teaching and learning to take place. Copies of the school behaviour policy and the home school agreement are available from the school office.

Where children's behaviour is unacceptable we talk to the child and take appropriate action if necessary. If behaviour causes serious concern parents and guardians will be contacted. A child with continuing behavioural difficulties will be given an individual behaviour plan. Outside agencies may be contacted for their assessment, support and help. Children are only excluded from school in extreme circumstances where the health and safety of the child, other children or adults are at risk. Government guidelines would be followed on these occasions. We reward achievement, attainment and good attitudes with a Matty. Each Matty contributes towards a gold, silver or bronze award.

St Matthew's Code of Conduct

1. Take Care of Yourself as God would

- Keep yourself safe where adults can see you
- Be sensible
- **Always tell someone if you are unhappy**

2. Take Care of Others as God would

- Use gentle hands
- Show a good attitude to your learning
- Be respectful of everybody
- **Always be friendly to visitors, newcomers and other children.**
- **Always show respect to God**

3. Take Care of your School as God would

- Look after our school
- Keep our school tidy and clean
- Be a 'champion' for our school
- **Always be proud of our school**

School Council

School Council and the school's Ethos Group contribute to the running of our school. Representatives from each class enables the children to have a voice about matters which affect them in their school lives.

Secondary Transfer

At 11+ our children transfer to secondary school. Strong links have been forged with Stockport Academy and Years 5 and 6 participate in activities at the school prior to their transfer. However, the Principal and the Year 6 teacher liaise with all the schools that Year 6 pupils transfer to.