

St Matthew's C E Primary

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



Mr Stephen Murphy
Headteacher



Dear parents/carers

As Chief Executive Officer of Chester Diocesan Academies' Trust (CDAT), I welcome you and your families to St Matthew's. St Matthew's is one of eighteen 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 Neil Dixon
CEO

Our Vision

The vision for St. Matthew's is encapsulated in our school motto: '**Let Your Light Shine**'.

We are always working to build a community in which everyone is empowered to know the best of themselves and to have the confidence to use their talents for the good of themselves and their communities. We help all members of our community to become resilient to the challenges that they face and to live a life that is rooted in the values of the Gospels.

Our Core Values

Our core values provide a foundation on which we build relationships and educational experiences. They stand as a framework against which we can test the daily life of the school. This is what we do.

Succeed: Our curriculum development and delivery enable children to develop key skills and wider talents to a high standard. Through strategic investment and deployment, we will reduce the impact of barriers to learning and personal development, such as deprivation and SEND. Through planned challenge, children will develop resilience and perseverance to enable them to succeed.

Hope: Inspired by Jesus' teachings, we face the challenges of the modern world in a manner that is full of hope. We will educate our pupils to become transformational citizens that affect positive change in local communities and across the globe.

Inspire: Through first class teaching, high-quality resources and engaging experiences, we broaden our pupils' knowledge of the world and increase opportunity. Children will develop a curiosity and wonder about the world.

Nurture: We know the love of God and we will help our children to develop into reflective and empathetic people. We focus on building positive relationships and enabling children to know what a positive, healthy relationship looks like. We target interventions based on individual and family need, having a positive impact on our whole community's physical, spiritual and mental wellbeing.

Empower: Children take ownership over their learning and behaviours. They contribute to decision making that affects themselves, their classes and the whole school. They learn about Christian and British values that enable them to become active citizens.

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 20-place nursery which is in school every morning. 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 local governance committee

The local governance committee (LGC) 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 Headteacher is accountable to the LGC and the LGC is accountable to CDAT.

The role of the LGC is to provide strategic management and to support the work of the Headteacher and other staff in school. The Headteacher is responsible for the day-to-day management of the school.

The LGC 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 Headteacher to account for effective teaching and learning across the school and managing the budget to support this.

Members of the local governing committee

Mr Alan Hodgkinson, chair of LGC

Ms Sara Woolrich, vice chair

Revd Jeb Beatty, community governor

Ms Mary Siwiak-Jaszek, foundation governor

Mr Ian McGill, foundation governor

Mr Thomas Mullins, foundation governor

Miss Rachel McDonald, staff governor

Ms Kim Spooner, clerk to the governors

The Headteacher sits on all committees and is a member of the LGC.

Staff list 2024/2025

Headteacher	Mr Stephen Murphy
Deputy Headteacher	Mrs Rachel McDonald
Early Years Foundation Stage Leader	Miss Faye Garner
Teaching & Learning Lead	Mrs Joanna Simon
Assessment Lead	Miss Adele Clare
SENCo	Mrs Alison Holmes

Teaching staff

Nursery	Mrs Rachel McDonald
Reception	Miss Faye Garner
Year 1	Mr Josh Kiernan
Year 2	Miss Sophie Dolan
Year 3	Miss Sophie Greenwood
Year 4	Mrs Beth Beecher Mrs Alison Hardy
Year 5	Mrs Joanna Simon
Year 6	Miss Adele Clare

Classroom support staff

Nursery	Miss Rebecca Worgan
Reception	Miss Sarah Hanley Miss Hannah Moloney Miss Tyler Stevenson
Year 1	Mrs Andrea Hobson Miss Anna Hopkins
Year 2	Mrs Jane Phelan Miss Laura Gregory
Year 3	Miss Tanisha McGowan Mr Dylan Edwards Miss Rebecca Worgan Miss Hannah Moloney Mrs Laura Gregory
Year 4	Mrs Gail Harper Mrs Luminita Costin
Year 5	Miss Karen Beard Ms Nicola Brown
Year 6	Miss Nicola Hutchinson Mrs Laura Gregory Mr Dylan Edwards
Pastoral Manager	Ms Clare Henry

For any issues/concerns regarding safeguarding our children please refer to our Safeguarding Policy and immediately contact our Designated Safeguarding Officers, Mr Stephen Murphy (Headteacher & DSL), Mrs Rachel McDonald (Deputy Head), Ms Clare Henry (Pastoral Manager) and Mrs Alison Holmes (SENCO)

Non-classroom support staff

School Business Manager	Miss Suzanne Rimmer
Receptionist/Clerical Assistant	Mrs Leah Taylor
Site Manager	Mr Dan Wilkinson
Cook	Mrs Debbie Nicoll
Breakfast Club	Miss Nicola Hutchinson Ms Nicola Brown Miss Karen Beard
Rainbow Club	Ms Nicola Brown Mrs Gail Harper

Mid-day support staff

Miss Karen Beard (supervisor)	Mrs Andrea Hobson
Mrs Helen Hardman	Miss Rebecca Worgan
Miss Nicola Hutchinson	Mrs Jane Phelan
Mrs Shazia Yaseen	Miss Tyler Stevenson
Miss Hannah Moloney	Ms Nicola Brown
Miss Sarah Hanley	Miss Anna Hopkins
Mr Dylan Edwards	

Admissions

St Matthew's is a one-form entry primary school with approximately 30 children in each year group and 20 children in the nursery on a part time basis. 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 make an application to 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 its policy. All children having a statement of special educational needs or Education Health and Care plan 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 child arrangements, residence order or special guardianship order).
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 child arrangements 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

If a parent is not offered a place at their preferred school, their child's name will be included in the school's waiting list. The list will be ordered by the published oversubscription criteria of the school. Waiting lists for Nursery, Reception and Year 7 will be maintained until the 31st December. The normal in-year admissions process will take over and any parents wishing to have their child's name included on the waiting list for the remainder of the academic year will need to re-apply.

Should a vacancy occur in that school before the 31st December, then it will be offered to the parent whose child is at the top of the waiting list. If that parent does not accept the vacancy, it will be offered to the next child on the waiting list. This procedure will be followed until the vacancy is accepted or the waiting list is exhausted.

The waiting lists for all other year groups will be maintained for the full academic year.

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 or in-year admissions. The LA co-ordinates in-year admissions and their process should be followed. An application form is available on their website.

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. The Local Authority manages the appeals procedure on the behalf of the academy. Parents should fill in an appeals form and return it by the date indicated on the LA 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.

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 five 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. Parents of summer born children (those born between 1st April and 31st August) who wish to delay entry until the following year must speak to the school and Local Authority as soon as possible as this would involve either an in-year application for Year 1 or a new application for Reception in the following year. An application form should still be filled in for the current admission process.

Curriculum

At St Matthew's we teach a rich and balanced curriculum that is broadly-based, relevant to our context and accessible to all pupils.

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. 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, physical education and citizenship/PSHE. RE is also taught throughout school and links to our worship themes. Subjects 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>

Learning to read is especially important in the primary stage. In recent years, there has been a huge emphasis on helping children to read through phonics. At St Matthew's we use an approved phonics scheme called 'Monster Phonics' from Reception onwards.

In the current National Curriculum, pupils are taught the necessary skills in order to meet age-related expectations. Pupils will be encouraged to deepen their understanding of a subject through independent questioning and application. Pupils who need additional support, including those with special educational needs, will be given specific targets designed to ensure progress at an appropriate level for them. The teacher is responsible for meeting the learning needs of every child in their class.

Special educational needs

The object of our school policy for children with a special educational need or disability (SEND) is 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.

Parental involvement

Parental involvement is encouraged and valued in school. If you are able to spare some time please contact the Headteacher. 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. Totally Local Company 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. 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 (water or milk) and dessert.

Packed lunches

These should only contain food that the children can cope with by themselves. No glass bottles are allowed and high sugar snacks such as sweets and fizzy drinks are not allowed. We try to encourage the children to make healthy choices both in lunch boxes and snacks. We are a completely nut free school and we ask parents to be mindful of this when preparing lunches. All Early Years and Infant children receive a free piece of fruit daily via the National Fruit Scheme.

Free school meals

EYs and KS1 (Reception, Year 1 and Year 2) children receive a free school meal through government funding. For children in year 3 and above, the daily cost of a meal is currently £2.59.

Children from families in receipt of Universal Credit (or other benefits) may be eligible for free school meals. Applications can be made online at <https://www.stockport.gov.uk/start/free-school-meals-application-form>.

It is important that you register your entitlement, even if you choose to provide a packed lunch or your child is in the infants and already receives a free meal, as this impacts on the funding given to the school. If you are unsure, please contact the school for clarification. All families should apply if they believe they are eligible from all classes, including Reception, Year 1 and Year 2.

Milk

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

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.

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 bump to the head, we will always contact you.

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 Headteacher **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 or purple polo shirt (with or without logo)	White or purple 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 can be ordered through our supplier's website: <https://www.supersport.co.uk/>. 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 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 periodically have problems with head lice. Please let the school know as soon as possible if your child has head lice.

Wraparound care

Breakfast club

Breakfast club is open every school morning from 7.45am and takes place in the school hall. It is accessed using the gate to rear of the hall. Children are provided with a wide choice of

healthy breakfasts. Breakfast service ends at 8.30am so please arrive before this time to ensure your child can enjoy a nutritious breakfast.

Rainbow club

The Rainbow club is open every school day until 5.30pm and takes place in the Rainbow room which is located adjacent to the KS1 playground. There will be three tiered available sessions to meet parents' needs.

The children will be collected from their classrooms by a member of staff. Any children attending extracurricular activities after school will be taken to the Rainbow club by the club leader when the activity has finished.

Children will be provided with a healthy and nutritious snack with a variety of options throughout the week.

More information about our wraparound care can be found on the school website or from the school office.

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 Headteacher.
- Serious complaints should be addressed to the Headteacher. 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 Headteacher, 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 Mr Neil Dixon at Chester Diocesan Academies Trust, Room 518, The Heath Business Park and Technical Park, Runcorn WA7 4QX.

The school day

St Matthew's 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	Lunchtime	Afternoon session
Nursery (15hrs)	8.50 - 11.50		
Reception	8.50 - 11.45	11.45 – 1.00	1.00 – 3.20
Infant (R, Y1, Y2)	8.50 - 12.00	12.00 - 1.00	1.00 – 3.20
Junior(Y3, Y4, Y5, Y6)	8.50 - 12.00	12.00 - 1.00	1.00 – 3.20

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

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 using the electronic sign in system.

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 via the school office as soon as possible. Please follow guidance regarding 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 Headteacher.

Attendance is monitored and frequent lateness and/or unauthorised absences will be followed up. Any absence from school without a reason provided by the parent is classified as unauthorised. Attendance is registered twice daily.

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.

Our emphasis is on rewarding good behaviour and we believe that rewards have a motivational role, helping students to see that good behaviour is valued. The most common reward is praise, verbal and non-verbal, informal and formal, public and private, to individuals and groups. At St Matthew's the following reward system is in place:

- individual reward system: **Class Dojo** - one Class Dojo may be awarded for any actions, deeds or attitudes which are deemed noteworthy and once awarded, a Dojo point can never be deducted. Dojos are rewarded with either bronze, silver, gold or platinum certificates and prizes.
- **SHINE award**: our weekly SHINE celebration assembly includes awards for children who have exemplified a particular value or behaviour for learning. Often, these certificates are based on the school's core values: Succeed Hope Inspire Nurture Empower.
- group reward system: **star award** - star award points are given to positive actions that the whole class/large group from one class is displaying. The winning class each week will earn the star award trophy and earn an extra 15-minute playtime to be given when the teacher feels it is appropriate within that week.

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 Headteacher and the Year 6 teacher liaise with all the schools that Year 6 pupils transfer to.