

St Charles' Catholic Academy



Love, Learn and Grow Together.

Prospectus 25/26



St Charles'
Catholic Academy

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Welcome to St Charles' Catholic Academy

“Love, Learn and Grow Together.”

At St Charles' Catholic Academy, we believe that every child is unique, precious, and full of potential. Our mission, “Love, Learn, Grow Together,” is at the heart of all we do. It shapes the way we teach, the way we care, and the way we inspire every child to become the very best they can be – academically, socially, emotionally and spiritually.

On behalf of our entire school community, I would like to warmly welcome you to St Charles' Catholic Academy.

St Charles' is proud to be part of the St Joseph Catholic Multi Academy Trust in partnership with The Archdiocese of Liverpool.

St Charles' is a warm, welcoming, and inclusive school in the heart of Aigburth, serving children from the ages of 3 to 11.

It is more than just a school – it is a family. A family where children are known and loved, where they are nurtured as individuals, and where their gifts and talents are recognised, developed, and celebrated. We are passionate about delivering the highest standards of education and committed to helping every pupil reach their full potential.

We hope this prospectus gives you a sense of the vibrant, caring and ambitious school community we have built here at St Charles'. Whether your child is just starting their educational journey in Nursery or joining us later in their primary years, we look forward to welcoming you into our school family.

Mrs R Dean (Headteacher)





Academy Mission & Values

- Our Mission

Love, Learn and Grow Together.

Aims:

- To love, respect and forgive as Jesus taught us.
- To inspire, nurture and celebrate the unique talents of everyone.
- To gather, share and value all in our community with an open heart.

Objectives



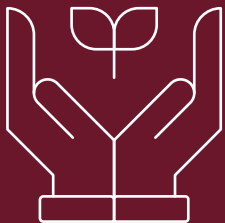
To live as Jesus taught us, as a loving school community where all love God and one another, demonstrated through:

- Collective Worship, prayer, assemblies and RE celebrations which show everyone as equal.
- The parish and school working hand-in-hand.
- The needs of learners being recognised, accepted and supported.
- Good behaviour being expected of all members of the school community, where conflicts are resolved and forgiveness shown.
- Everyone being accepted and respected as unique individuals, made in the image and likeness of God.



To instil a love of learning in a caring, Catholic environment which enables all to develop to their full potential, through:

- High expectations of all.
- A broad and rich curriculum which meets the needs of all learners.
- All knowing how to improve.
- Hard work and achievement being celebrated.
- Monitoring of progress and learning.
- A stimulating, safe and happy environment.



To enable all to grow as individuals, through:

- Growing friendships, reaching out to new members of our community, being inclusive and welcoming to all.
- Developing links with the parish and local communities, helping those less fortunate than ourselves in charity work.
- Looking after God's world and everyone in it, equally.
- Preparing for future challenges by teaching and learning life skills, including self-responsibility, and an understanding of choices and consequences.
- Taking on responsibilities in school and learning about responsibility and leadership.



St Joseph Catholic Multi Academy Trust

Holy Spirit Catholic Academy is part of St Joseph Catholic Multi Academy Trust. The Trust is highly ambitious for all children and young people. The Trust works in partnership with the Archdiocese of Liverpool, the Diocese of Shrewsbury and the Diocese of Chester.



Welcome

from the Chief Executive Officer



Welcome to St Joseph Catholic Multi Academy Trust.

St Joseph Catholic Multi Academy Trust is highly ambitious for all children and young people. The Trust currently includes six primary academies and four secondary academies. Our Trust priorities in the coming years are:

To keep Christ at the centre of all we do.

We will build strong communities with Gospel values at the heart.

To support every child to be a reader.

We will foster inquisitive minds and a love of reading.

To deliver an ambitious curriculum.

We will stimulate, stretch and challenge pupils to help them reach their potential.

To create a culture for success.

We will provide an environment to support students to be well-rounded, happy, confident and compassionate individuals.

To continue improving attendance.

We will provide environments that pupils want to learn in, with a strong sense of belonging and peace.

We are a mission-driven organisation, and everything that we do is aimed at improving life chances for children. We are unrelenting in our pursuit of excellence for our family of academies and the communities in which they serve.

We look forward to welcoming new schools into our Trust and hope that the information contained in this prospectus provides insight into our values, mission and purpose.

Andrew Truby FCCT
Chief Executive Officer

Admissions

The Governing Body have agreed criteria for admissions for all children including those with special educational needs.

Where the number of applications exceeds the number of places available, the Governing Body will apply the following over-subscription criteria:

1. Looked after children and previously looked after children. This includes children who appear to have been in state care outside of England and ceased to be in state care as a result of being adopted.
2. Baptised Catholic children who have a sibling in the school at the time of admission.
3. Baptised Catholic children resident in the parish of St Charles & St Thomas More.
4. Other baptised Catholic children.
5. Other children who have a sibling in the school at the time of admission.
6. Children from other Christian denominations. Proof of Baptism in the form of a Baptismal Certificate or confirmation in writing that the applicant is a member of their Faith community from an appropriate Minister of Religion is required.
7. Children of other faiths. An appropriate Faith Leader would need to confirm in writing that the applicant is a member of their faith group.
8. Other children.

If it is not possible to offer places for all applicants within any criteria above, then places will be allocated to the children who live nearest to the school. Distance will be measured by straight line distance between the child's permanent home address and the school using the local authority's computerised measuring system. In the event of distances being the same for two or more applicants where this distance would be last place/s to be allocated, we will use a system to randomly pick who will be offered a place.

Children with a Statement of Special Educational Needs or Education Health Care Plan that names the Academy will be offered place without using the admission criteria and will count as part of the school's published admission number.

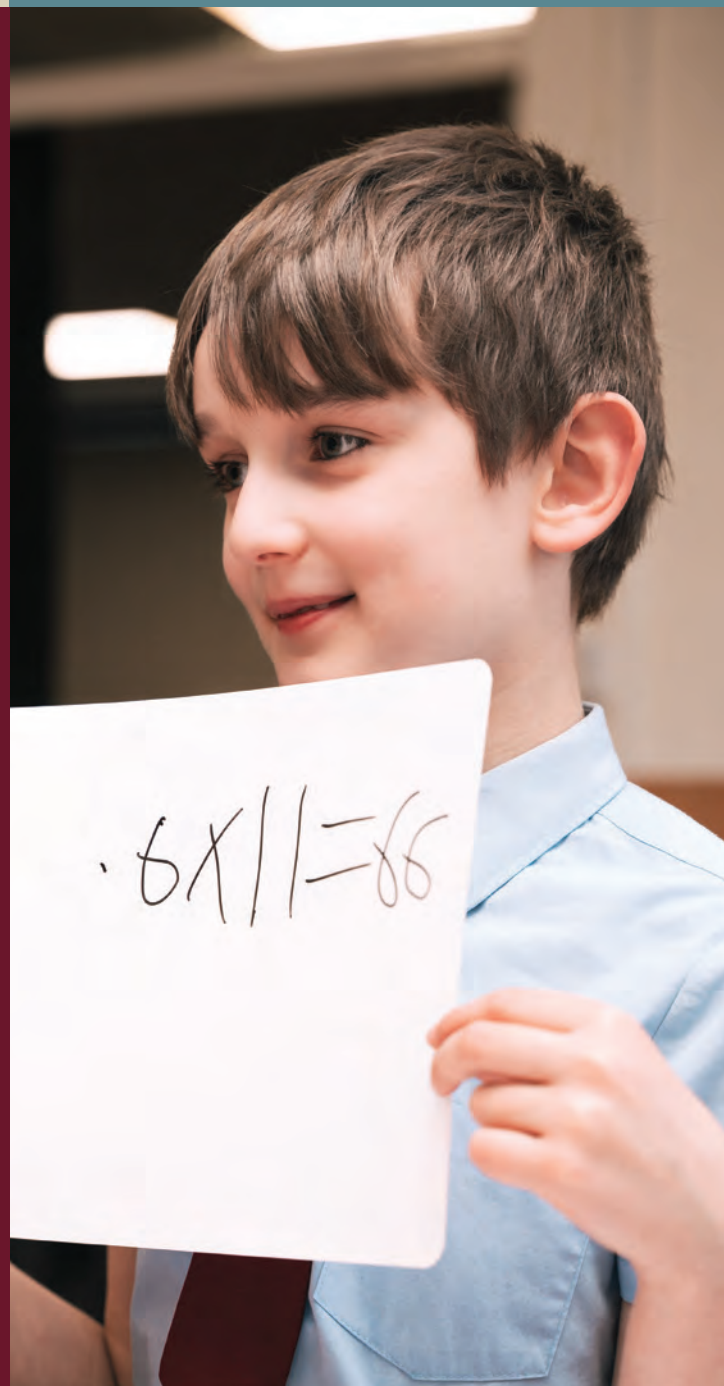
The Academy's standard admission number is 30.

Parents who are considering sending their children to the Academy may visit the Academy at any time, but are requested to seek an appointment with the Headteacher to arrange a mutually convenient time. Pre-school admission meetings are arranged with parents, the Headteacher and Foundation Stage teachers to discuss starting at the Academy, to dispel any worries parents may have and answer any questions.

Attending our Nursery setting does not guarantee a place in Reception at St Charles' Catholic Academy and the appropriate application should still be completed via the Local Authority.

If your child is refused admission to the Academy and you wish to appeal against the decision you should write to:

The Liverpool Archdiocesan Schools Commission
St Margaret Clitheroe Centre Croxteth Drive
Liverpool L17 1AA



Joining St Charles' Catholic Academy

We warmly welcome children and their families from the local area as well as from countries around the world. Diversity is celebrated in our school and pupils take good care of each other. Visits to school are welcomed.

Please contact the Academy office for more details on **0151 727 5830**.

To apply for a place in our Nursery, please contact the academy directly by calling **0151 727 5830** or emailing

enquiries@stcharles.sjcmat.co.uk

To apply for a place in our Reception class, please visit the Liverpool City Council Admissions Website

liverpool.gov.uk/schools-and-learning/school-admissions/how-to-apply

You can contact Liverpool City Council Admissions Team on **0151 233 3006** and request a paper application form.

We would like to offer parents the opportunity to use the Academy computers and/or we can facilitate a group for those who may need guidance/support in completing the online application.

When applying for a place in Reception, we require a supplementary faith form. Forms are available from our Academy office. A photocopy of your child's baptism certificate will be taken and placed on file until allocations have been determined.





The Academy Day



Breakfast Club

We offer breakfast club for children in Nursery to Year 6 from 8am each day. The cost of the session is £3.50 per day. Children receive toast, cereal or yogurt a drink and take part in supervised activities in the school hall before going to their classrooms at 8.40am.

Morning arrival

The children are greeted at the gate by a member of academy staff from 8.40am to 8.55am. The children walk into school and down to their classrooms. Any children arriving after this time are classed as 'late' and need to be signed in through the office.

Afternoon Collection

Nursery to Year 2 are dismissed at 3.15am, while Year 3 to Year 6 are dismissed at 3.20pm. If you think you may be late collecting your child for any reason, or another person is to collect them, please telephone the Academy beforehand. Children in Year 5 or 6 can walk home alone with written permission from a parent/carer.

It is important to note that the Academy staff are not on duty after 3.30pm, unless children are in our after school provision and may not be available to care for your child. In the event that we are unable to contact a family member, external agencies will be called to advise on the care of your child.

After School Club

After School Club at St Charles' is offered from the end of the school day until 6pm. This provision is accessible from Nursery to Year 6. This can be either sessions until 4.30pm, costing £5 per session per day or the full extended provision until 6pm, costing £10 per session per day. The club will provide range activities for all the children. For those who stay until 6pm, there will be provided with a light snack and drink.

Celebration and Reflection

Children attend a Collective Worship assemblies as a whole school on Monday morning, where we reflect on the weekly Gospel or important dates of the liturgical year. On a Wednesday, we gather to sing our praises through our hymn singing. Assembly on a Friday is focused celebrating achievements throughout the week. They form a vibrant and vital part of our school life. Across the year, we invite our families to join us in our Collective Worship and other assemblies. During each term Year 2 to Year 6 will attend Mass at St Charles' church. We also attend Mass as a whole school on special feast days and the start and end of the school year.



Culture and Conduct

Attendance and Punctuality

Good attendance is very important for every child and is a responsibility shared by parents/carers, children and staff. Through regular attendance, pupils gain both educationally and socially, by taking a full part in school life with their friends

At St Charles' Catholic Academy our aim is for every child to achieve and reach their full potential. Regular attendance and good punctuality are vital, however, we do appreciate that from time to time children can be unwell and may need to be absent from the Academy. If your child is unwell please get in touch with the academy no later than 9.00am and either speak to our office staff or leave a message on the academy answer phone. If you do not contact the academy you will receive a phone call as part of our 'First Day Response' when registration closes, asking you to confirm the reason for your child's absence.

The academy gates open at 8.40am and close at 8.55am. If your child arrives later than this, they will receive a 'late' mark on the register. If your child arrives after 9.30am this could result in an unauthorised absence.

Our Academy Attendance Target is 97%

Academy attendance is monitored very closely. We have a target attendance of 97% which is the minimum level expected by the Government. We work closely with our Education Welfare Service to monitor the attendance of every child in our Academy. If your child's attendance falls below this percentage and it is a cause for concern, you will be contacted by a member of school staff. If your child's attendance continues to be a concern this may result in a court appearance or a fine being issued by the Local Authority.

Punctuality, too, is very important: children who arrive late, are missing vital sections of their own education and disrupt that of other pupils. If a child needs to leave school early due to a medical appointment, parents/carers are requested to tell the Academy in advance, along with a copy of the appointment.

Our Uniform

It is our school policy that all children wear our uniform when attend St Charles' Academy. Our policy on uniform is based on the notion that school uniform:

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

Correct uniform must be worn by all children, including black school shoes (not trainers of any type). Children should only bring book bags to school for daily use.

Nursery and Reception

In Nursery and Reception, we have a different uniform to the rest of the school. We feel that the uniform is more comfortable and easier to use for the children when taking part in their active curriculum.

- Pale blue polo shirt
- Burgandy crew neck jumper or cardigan with school logo Burgandy jogging bottoms (Navy blue shorts in Summer)
- Black Velcro shoes
- Burgandy book bag
- School coloured bobbles and hair accessories

Winter Uniform Y1 to Y6

Pale blue shirt or blouse
 Grey shorts, trousers, skirt or pinafore
 Burgundy tie
 Burgundy V neck jumper or cardigan with school logo
 Grey or Burgundy socks / tights Black, school shoes (No trainers)

Summer Uniform Y1 to Y6

A blue and white gingham checked summer dress or grey shorts
 Pale blue polo shirt
 School V neck jumper or cardigan White or grey socks
 Black shoes (no open toe sandals)

PE Kit

Pale polo shirt,
 Maroon shorts
 Black pumps (or trainers in the summer term for outdoor use)

Jewellery

In order to maintain high levels of health and safety for all, pupils are only permitted to wear small stud earring and simple watches are the only jewellery permitted to be worn. These should be removed during all PE activities. Any child wearing any other jewellery will be asked to remove the item(s), these will be held by the staff until it can be safely collected by a parent.

The school cannot accept responsibility for any property belonging to pupils which is lost, stolen or damaged. Please ensure that all uniform is labelled with your child's name.

Hair and Make-up

Long hair must be tied back using simple clips and bands in the school colours. Large bows and ribbons are not permitted. Short hair must be plain in style. No make-up, false nails nail varnish or temporary tattoos should be worn to school.

Inclusion

A fair and inclusive environment makes for a happy and healthy school, and so we are proud to be a fully inclusive school where our pupils who have visible or hidden disabilities work and play alongside their peers. Some children may require additional support in school and need to be supported by our Special Educational Needs Coordinator and other staff. We also draw on our partnerships with other agencies to ensure our children enjoy and can learn with the correct resources and provisions.

Pupil Premium

Pupil Premium is funding provided to schools which is additional to main school funding. It is allocated according to the number of pupils on-roll who are eligible for free school meals (FSM), a smaller amount is allocated according to the number of children of service families and an allocation for each pupil who has been 'Looked After' (in care) for six months or more.

If you think you might be eligible for free school meals, please apply online at

liverpool.gov.uk/benefits/free-school-meals



School Meals

We believe that academy meals should be good quality, nutritious and good for you which is why we are proud to be part of 'Food for Thought'.

'Food for Thought' is a not-for-profit schools meal company owned by its partner schools. Any surplus is reinvested in the company or returned to its member schools. Our Chef works hard to create a menu that the children will want to eat, providing freshly home cooked meals. The children are given a wide variety of choice including the hot meal of the day, which is

also available as a vegetarian or Halal option, sandwiches and jacket potatoes. The chef also caters for food allergies etc.

Children in Reception, Year 1 and Year 2 and those children in receipt of free school meals will receive a school meal daily, free of charge. Children in Years 3-6 who require a school meal will be charged £2.30 per day – i.e. £11.50 per week. All payments should be made via the Arbor system as we aim to be a cashless academy.



Keeping Children Safe



At St Charles' Catholic Academy, we ensure that children learn in a safe, caring and enriching environment. We believe that safeguarding is everyone's responsibility and that everyone who comes into contact with children and their families has a part to play. That is why we work in partnership with our families and other agencies to consider, at all times, what is in the best interests of the child.

We are committed to the principles of working together to safeguard children, and our Safeguarding Team work closely with other agencies, including the police, health and children's services. The Designated Safeguarding Lead at St Charles' is the Headteacher. There are also two other trained Deputy Designated Leads in the Academy. We work partnership with the School Family Support Service and Operation Encompass.

Road Safety and Parking

Parking around the academy building can prove difficult and hazardous. Please keep all children under strict control to avoid the possibility of an accident. When parking near the Academy, please ensure you do not block the driveways of residents. To help alleviate we ask that parents park away from the academy and spend an extra minute or two walking the rest of the way.





Learning at St Charles' Catholic Academy

Our curriculum is developed to be engaging and challenging offering our pupils a broad and balance education. It is designed to ensure that know more, remember more and can apply their knowledge across all areas. We aspire to inspire out children to reach their potential.

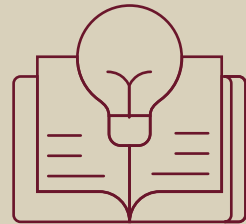
Outside of the classroom setting, we plan for external visitors, enrichment trips and residential to support and enhance our learning opportunities.

Subjects covered in Key Stage 1 (Y1-Y2) and Key Stage 2 (Y3-Y6) are: RE, English, Maths, Science, Art and Design, Computing, Design Technology, Geography, History, Music, PE and PSHE. Children in Key Stage 2 also learn a language.

We use Read Write Inc (RWI) to teach our reading, which supports the development of children's reading skills by teaching children to identify, read and write phonemes to read words. Some children in Key Stage 2 also use this scheme to improve their skills.

We have a fully stocked library, which is updated with new books regularly to ensure that our children have access to exciting high-quality literature.

RE is taught following the Archdiocese-agreed scheme. This reinforces our values and promotes the Catholicity of our mission statement.



Early Years Foundation Stage

The Foundation Stage covers the development of children from the age of three to the end of Reception. It recognises that early childhood is an important stage of life and has its own particular needs.

The Foundation Stage acknowledges that many valuable skills children have developed, and the importance of the role parents play in this. Children learn best through first-hand experiences, and learning is interrelated to help the children to achieve their full potential.

Keeping You Informed

Throughout your child's time in St Charles', we will always have open and honest communication with you in order to best support you and your child.

Letters, messages, payments will come through our Arbor platform. Our website also has lots more information about our curriculum, staff, policies and procedures.



A Personal Journey

We encourage our pupils to aspire to achieve their full potential by giving them a variety of opportunities through music, sport, arts and visits within the local community including the cathedral and other famous landmarks and buildings. We welcome visitors from organisations to inspire the children and their future aspirations in education and beyond. We hold school council elections which demonstrate the importance of our national parliamentary system of democracy. Our elected council then meet regularly to discuss matters of importance to our school. We show respect to all in our Academy community and our proud of and celebrate our cultural diversity.

SMSC & PSHE

The PSHE & SMSC curriculum plays a fundamental part in the development of our children. We aim to prepare young minds for the future in education and also in later life. Our PSHE programme of study brings together citizenship with personal wellbeing through a values-based education. It is intended to support the academy in developing a coherent whole-school approach to personal, social, health and economic wellbeing.

We aim to achieve this by creating a happy, vibrant environment where diversity and individuality are celebrated. We nurture and inspire our children to develop confidence and resilience in an environment where efforts are valued, and all children flourish. At St Charles', we also believe we have a duty to our pupils to provide a Spiritual,

Moral, Social and Cultural education whilst promoting the British Values of Democracy, the Rule of Law, Respect and Tolerance.

Our PSHE programme supports all five outcomes of the ECM agenda and provides a context for the academy to fulfil our responsibilities to:

- Promote the physical, social and emotional well-being of pupils

- Provide sex and relationships education (Taught using 'Journey in Love' – Archdiocesan Approved scheme of work)

- Promote community cohesion

- Achieve the aims of the whole curriculum

RSHE

'A Journey in Love' is the RSHE scheme (Relationship and Sex Education) that we use at St Charles' Catholic Academy. It is the recommended programme of study for Catholic schools for Relationship and Sex Education and has been written as a progressive scheme of work that supports the Religious Education, PSHE and Science curricula taught within the Academy.

As children progress through Academy, they discover more and more about themselves and the wider world. This thirst for learning new things in all aspects of life is fostered by the Academy, which attempts to create a safe, stimulating environment for learning, supporting all children in their development. Our mission statement, which drives the

Academy, attempts to achieve this goal by following the Gospel values of truth and respect, and understanding our journey as children of God, both special and unique.


Central to our work within our Academy is learning about our faith, including understanding ourselves, our position in our community and how we develop as human beings - our spiritual, social, emotional and physical development. This is how 'A Journey in Love' fits into the Academy's curriculum. The scheme permeates all levels of learning throughout the Academy. It focuses on friendship, family, community, relationships and spirituality, a guide to the children's development as young Catholics.

British Values

British Values are strongly promoted through our PSHE provision and Religious Education, making sure that the fundamentals are taught: democracy, the rule of law, individual liberty, mutual respect for and tolerance of those with different faiths and beliefs and for those without faith.

Our curriculum, therefore, gives pupils an excellent mix of academic and personal development; it gives equal importance to core and foundation subjects; physical wellbeing and mental wellbeing are both; valued, understood and prioritised by our careful consideration of curriculum design.

Love, Learn and Grow Together.

 St Charles' Catholic Academy, Tramway Road,
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 stcharlescatholicprimary.com

 @CharlesPrimary



St Charles'
Catholic Academy