



ST BEDE C of E
PRIMARY ACADEMY



Learning, Caring, Growing Together

***Pupils are curious, resilient and joyful learners,
helping each other and flourish in their learning***

SIAMS (Statutory Inspection of Anglican and Methodist Schools) March 2023

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Part of The Quill C of E Trust

Contents

Page 3	Headteachers Welcome
Page 4	Why choose St. Bede?
Page 5	Senior Leadership Team
Pages 6 & 7	Class organisation Framework for the school day What will my child be taught?
Page 8	Digital Strategy My child's progression
Page 9	Children with Special Education Needs (SEND) Attendance and Punctuality
Page 10	Homework After School Activities My Child at School Parent App (MCAS)
Page 11 to 13	Uniform
Page 13 & 14	Lunches
Page 14	Extended school provision
Page 15	Church attendance Pastoral Care and Safeguarding Concerns with your child
Page 16	The St. Bede Way Further information
Page 17	School Term Dates & Holidays 2026/2027



On behalf of the pupils, staff, and Governors, welcome to you all.

Here at St. Bede C of E Primary Academy, we pride ourselves on our safe, caring, and engaging learning environment with high standards and expectations.

Everyone at St. Bede is passionate about our Vision '**Learning, Caring, Growing Together**'. This Vision, together with our core Values (Compassion, Forgiveness, Friendship, Kindness, Honesty, Love and Respect), and the Parable of The Good Samaritan (Luke 10: 25-37), underpin all our learning experiences. Our links to St. Bede Parish Church and local Pastors further supports our strong Christian ethos.

We have a dedicated and enthusiastic team who work together to ensure all our children make excellent progress, regardless of their starting points. Our bespoke curriculum ensures that all children are provided with a broad, balanced, and sequential curriculum considering their interests, needs and talents. We are proud to have specialist teachers in Music, Modern Foreign Languages, Computing and Art who teach from Early Years to Year 6.

At St. Bede the mental health and well-being of our staff, children and families is of paramount importance. Our Safeguarding and Pastoral team, including our full time Learning Mentor, ensure that children feel safe, are happy and enjoy coming to school. We are committed to ensure that all our children leave St. Bede having developed the lifelong skills of positivity, resilience, and independence. We foster a love of learning and a determination to succeed.

I am incredibly proud to work at St. Bede; my own children attend this school, and we look forward to welcoming your child, or children to the St. Bede family.

Kind regards

Mrs A Black
Headteacher



Why choose St. Bede?

St. Bede C of E Primary Academy is a Church of England Primary school and is part of The Quill C of E Trust.

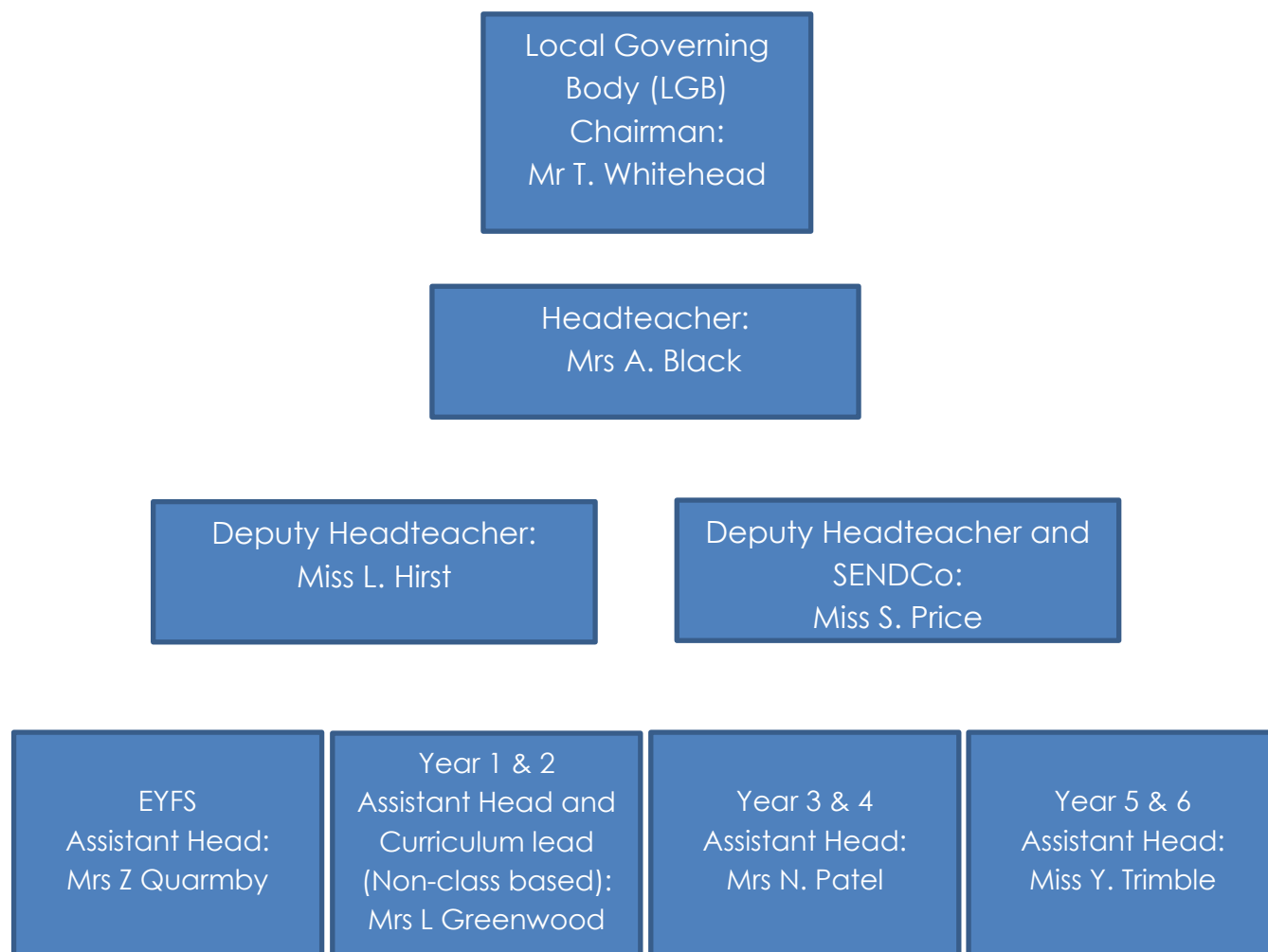
We aim to provide our children with a caring, stimulating environment within which they will receive a wide range of balanced learning opportunities to prepare them for their future role as independent, responsible adults.

The Academy was inspected by Ofsted under Section 5 of the Education Act 2005 in October 2023, and by the Statutory Inspection of Anglican and Methodist Schools (SIAMS) in March 2023, and judged 'Good' in all areas. Both reports can be found on our school website: www.stbedeacademy.org.

St. Bede is a very well-established part of the Morris Green Community, and we have many second and third generation families attending St. Bede, because of its reputation.

We welcome your child to join our St. Bede family.

Stucture of the Senior Leadership Team



Class organisation

The school is divided into four units:

- Early Years Foundation Stage (Nursery and Reception)
- Key Stage 1 (Years 1 and 2)
- Lower Key Stage 2 (Years 3 and 4)
- Upper Key Stage 2 (Years 5 and 6)

Framework for the school day

The school day for children in Reception to Year 6 commences at 8:45am and finishes at 3:15pm.

Lunch time for children in Reception is from 11:30am to 12:30pm, Year 1 (11:45am – 12:30pm); Year 2 (12 noon - 12:45pm); Year 3 (12:15pm – 1:00pm); Year 4 (12:30pm – 1:15pm); Year 5 (12:45pm to 1:30pm); Year 6 (1:00pm – 1:45pm). There is a 15-minute break in both the morning and the afternoon for the Key Stage 1 children, whilst Key Stage 2 children have a 15-minute break in the morning.

All children will take part in daily collective worship.

What will my child be taught?

Our school vision 'Learning, Caring, Growing Together', our Christian values of Love, Honesty, Respect, Kindness, Friendship, Forgiveness, Compassion, and the Parable of the Good Samaritan (Luke 10: 25-37) underpin our curriculum.

Intent	Vision	Learning, caring, growing together					
	Scripture	Luke 10: 25-37 The Parable of the Good Samaritan					
	Christian Values	Love	Honesty	Friendship	Compassion	Respect	Kindness
	Legacy for our children	PRIDE					
		Positive	Resilient	Independent	Determined to achieve success	Encouraged by a love of learning	

Early Years Foundation Stage (EYFS - Nursery and Reception)

Our philosophy focuses on child centred learning and the environment is shaped by the children's interests and experiences. The way children learn is defined as the characteristics of learning, which involve playing and exploring, active learning and creating and thinking critically. These characteristics nurture a love of **learning through play** and exploration, discovery, and independence. Children's learning is facilitated through a rich and engaging environment linked to their interests and **the individual needs of the children**. This, alongside staff who support learning **through quality interactions**, co-play, modelling, listening, observing, effective questioning and following the child's lead, promotes deep engagement. The Characteristics of Effective Learning, along with the Prime and Specific areas, embrace the knowledge, skills and experiences that are developmentally appropriate for children from birth to five years.

Prime areas

Personal, Social and Emotional Development
Communication and Language
Physical Development

Specific areas

Literacy
Mathematics
Understanding the World
Expressive Arts and Design



We track children's development in the Early Years to provide a picture of the child's progress and to identify any areas for further support and next steps. Each time staff interact with a child, they are observing, assessing, planning for, and responding to that specific child. This on-going assessment is at the heart of effective Early Years practice. **Such quality interactions** are the most important and powerful teaching moments.

Years 1 to 6

We are proud to offer the children at St. Bede a bespoke curriculum that not only inspires learning but develops skills, knowledge and understanding to equip them for later life. The implementation of our curriculum encourages every pupil to reach their full potential through quality first teaching of a broad, balanced, and sequential curriculum.

We have specialist teachers in Computing, Music, Art & Design who work with Year 1 to Year 6 classes throughout the school, developing their skills and knowledge of these subjects.

English	Maths	Science	Religious Education (R.E.)	Computing	Geography & History	Design Technology	Art & Design	Music	Physical Education (P.E.)	Personal Social Health Relationship Education (PSHRE)	Modern Foreign Languages (MFL)
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Digital Strategy

Our vision is to build a digital future that is innovative and inclusive, where technology is used as a force for positive change and collective progress. Our goal is to create a digital environment that is accessible and empowering for all, regardless of background or ability. We use individual

iPads to enhance our excellent educational offer allowing learners to flourish, raise their aspirations and prepare all for a future powered by technology.

Our learners across the school are asked to sign our Acceptable Use Policy. In signing this policy, pupils and parents agree to:

- Bring the iPad to school each day, fully charged and ready for use.
- Treat the iPad with care (including the case, screen, charger and cable).
- Follow online safety rules.
- Bring a bag to school each day to carry the iPad to and from home safely.

At school and at home, pupils access the following agreed Apps, to support their learning:



My child's progression

Assessment is a continuous process which offers evidence of a child's strengths and areas for development and provides information necessary for the next stage of learning. All children are continuously assessed by the class teacher. We often involve children in the assessment process asking them about areas of strength and areas to work on. The technical term for this is 'Assessment for Learning'.

Children's progress will be reported at parental consultation evenings (which are currently held in the autumn term and later in the spring term) and in our end of year school reports.

Children with Special Educational Needs (SEND)

At St. Bede it is our aim to provide all children with an inclusive education, giving them the best possible chance to reach their full potential. We strive to raise achievement and aspirations for all children.

High quality, adaptive teaching is our first step to responding to children who have, or may have, additional needs. At St. Bede, we identify and support children's specific needs using the graduated approach to SEND, which follows the 'assess, plan, do and review' cycle.

We have an Inclusion Team which includes the SENDCo who strategically co-ordinates the SEND provision throughout school, a specialist SEND teacher who delivers bespoke interventions, Special Needs Assistants (SNAs) who provide support within the classroom and deliver bespoke

interventions and our Pastoral Team who provide support for children displaying Social, Emotional & Mental Health difficulties (SEMH).

In addition to this team, we also liaise closely with a range of outside agencies to seek advice and support for our children. These include:

- Woodbridge SEND
- Educational Psychology Service
- Speech & Language Service
- Integrated Community Paediatrician Service
- Bloom Wellbeing
- CAMHS
- Children with disabilities team



The Inclusion Team and/or class teachers have regular contact with parents to share information from specialist outside agencies and to collect information to help plan for their child's individual needs. This may be within meetings (including Early Help Assessment meetings) to review progress and action plan next steps of support.

Attendance and Punctuality

An education is the finest gift we can give to our children. Children need to attend school regularly and on time if they are to take full advantage of the educational opportunities available to them. In line with DfE guidance, holidays in term time will not be authorised; absence can only be authorised in exceptional circumstances.

Please inform school if your child is going to be absent or late for any reason. This should be done on **each day** that your child is absent. You may do this by simply telephoning the school, or by sending an email to parents@stbedeacademy.org.

Children's overall attendance is very closely monitored by our Attendance Officer, and support may be offered should your child's attendance fall below the expected rate of 95%. Where possible, please arrange medical and dental appointments outside school hours. If appointments are taken in school hours, please show your appointment card or text message/email to the school office.

Our full Attendance and Punctuality Policy is available to view on our website.

Homework

Weekly Homework (compulsory)

An English or Maths task will be provided each week in children's Homework Books. This is a **compulsory** piece of homework that children will be expected to complete. This will consolidate learning from the previous week so will be related to something that has already been taught and practiced in class.

Half Termly Homework

A recommended learning grid is provided which will have a question for each curriculum subject that will encourage children to retrieve learning from the previous half term. This will help to

transfer this learning into their long-term memory. These pieces of work can be presented in a representation of their choice e.g. Poster, PowerPoint Presentation and Story; there are a range of suggestions on the grid. These are optional to support learning beyond the classroom.

A spelling grid (**Years 3 to 6 only**) will be provided which will contain the weekly spellings for the half term. This will allow children to practise the spellings for the coming week and the following weeks of that half term, to allow more time for children to practise.

Other Home Learning

We encourage parents of children in Nursery and Reception to sign up to Tapestry, our online learning journal, where home learning challenges are set, and observation of in-school learning are shared.

All children in school are encouraged to develop a love of reading. We ask that children read at home daily and books are regularly sent home with the children for this purpose. Please make time to read with your child at home; this will help to develop essential reading skills, and we feel sure that you will both enjoy this special time together.

After School Activities

At St. Bede we aim to enrich the education of the children by providing a range of after school activities. Every child in school will be invited to attend at least one club each academic year. These clubs are themed around aspirations for the future and linked to a 'Little People Big Dreams' book. Children will receive a badge for attending each club. These badges can be collected as the children move through school - like how badges are collected at Scouts/Guides. All clubs are free of charge; families may need to provide a small item from home to enhance the club.

My Child at School Parent App (MCAS)



At St. Bede we use a Parent App called My Child at School (MCAS) which, amongst other functions, allows parents to pay for various items (dinner money, school trips etc.) and book Parents Evening appointments. When your child starts, you will be sent an invitation via email, together with instructions and an MCAS Parent Guide, to help you get started.

Uniform



Nursery

- Navy blue round-neck sweatshirt/jumper or cardigan (with or without the school logo).
- Light blue polo t-shirt (with or without the school logo).
- Plain navy-blue joggers/plain navy-blue jersey drawstring shorts in summer months (no logos or leggings).
- Plain white/grey/navy/black socks.
- Flat plain black Velcro school shoes or flat plain black ankle boots (no shoes/ankle boots with logos or large embellishments such as studs).
- Children to keep wellington boots and waterproofs in a named bag on their peg.
- Small, navy blue hair ornaments (clips, headbands).
- Navy blue school satchel (with or without the school logo), no rucksacks.

Reception – Year 5 children

- Navy blue round-neck sweatshirt/jumper or cardigan (with or without the school logo).
- Light blue polo t-shirt (with or without the school logo).
- Grey school trousers or grey tailored shorts.
- Grey skirt or grey pinafore dress.
- Blue gingham summer dress (no playsuits).
- Plain white/grey/navy/black socks or plain dark grey tights (no leggings).
- Flat plain black school shoes or flat plain black ankle boots (no shoes/ankle boots with logos or large embellishments such as studs).
- Children to keep wellington boots in a named bag on their peg (plus waterproof trousers for Reception and Year 1 children only).
- Small, navy blue hair ornaments (clips, headbands).
- Navy blue school satchel (with or without the school logo), no rucksacks.
- School water bottle (Year 1- 6 only).

Year 6 children

- Navy blue V-neck sweatshirt/jumper or cardigan (with or without the school logo).
- Light blue cotton, collared shirt.
- Grey school trousers or grey tailored shorts.
- Grey skirt or grey pinafore dress.
- Blue gingham summer dress (no playsuits).
- St. Bede Academy clip-on tie.
- Plain white/grey/navy/black socks or plain dark grey tights (no leggings).
- Flat plain black school shoes or flat plain black ankle boots (no shoes/ankle boots with logos or large embellishments such as studs).
- Children to keep wellington boots in a named bag on their peg.
- Small, navy blue hair ornaments (clips, headbands).
- Navy blue school satchel (with or without the school logo), no rucksacks.
- School water bottle.

P.E. Uniform (Nursery to Year 6)

- White round-neck t-shirt (with or without the school logo).
- Navy blue P.E. shorts (with or without the school logo).
- Plain navy-blue joggers or plain navy-blue leggings (no logos).
- Black plimsolls (no trainers).
- P.E. bag to keep plimsolls in at school.



On P.E. days, children should come to school wearing their P.E. uniform, school jumper/cardigan and school shoes. Black plimsolls are to be kept in school in a named P.E. bag. Children will change their footwear ready for their P.E. lesson.

All clothing should be clearly labelled with your child's name. This is especially important as uniform items look similar and can easily be confused for another child's. The school cannot accept responsibility for any lost items.

All uniform items can be bought from any school wear retailer, including supermarkets such as Asda, Tesco or Sainsbury's. Items with the school logo on can be bought from Smart Clothing or Whittaker's Schoolwear. We have a uniform donation station at school where several new and like-new items are available free of charge. Please contact the school office for more information.

Children are permitted to wear one pair of plain silver/gold stud earrings and a religious necklace/bracelet. Children in Years 3 to 6 may wear a watch. However, Smart watches, watches with functions to connect to the internet, record or take photographs and those with interactive faces are not permitted. Jewellery, including watches, must be removed for P.E. lessons. It is the responsibility of parents/carers to remove or cover earrings on P.E. days. The school does not accept responsibility for loss or damage to jewellery brought onto the school premises.

Any religious headwear worn should be plain, navy blue in colour with no logos or embellishments. Headscarves should be shoulder length and on P.E. days, quick release sport's headscarves should be worn.

The school does not permit children to have haircuts and hairstyles that are extreme. This includes dye (either permanent or semi-permanent), or decorative patterns (e.g. Mohican style/lines) shaved into their children's hair. If hair is dyed/cut during holiday periods, then this should be able to be grown out by the time the child returns to school. Hair below collar/shoulder length must be tied back. Any hair ornament (such as a hair bobble or bow) must be small and discreet.

The wearing of make-up/cosmetics, including nail varnish, by pupils is prohibited and against school policy.

Lunches

Our catering team ensures the school meals offer excellent value and variety. The school operates a choice menu system, giving a multiple choice to those who wish this type of meal and always includes a vegetarian option (but not Halal). The alternative option is a healthy packed lunch brought from home.

All children in Reception, Year 1 and Year 2 are entitled to free school meals as part of the Universal Infant Free School Meals (UIFSM) Government initiative (this is not the same as income-related free school meals). For every pupil registered as eligible under the entitlement criteria below, school will receive additional funding in the school budget called Pupil Premium, which is used to help raise achievement levels by purchasing additional equipment, resources, trips, and support. If you get any of the benefits below, you can claim income-related free school meals:

- Income Support.
- Jobseeker's Allowance Income based.
- Employment Support Allowance Income related.
- Support under the Immigration and Asylum Act 1999.
- Guaranteed Pension Credit.
- Child Tax Credit - if your letter shows you have an income of less than £16,190 and do not get Working Tax Credit.
- Universal Credit - your earned income must be less than £7,400 a year.
- Under new Free School Meal eligibility rules, that come into effect from September 2026, more children will now be entitled to Free School Meals, even if parents earn over the threshold of £7,400 per year. Please use the link below to check eligibility

If your child is eligible for income-related free school meals, they may also qualify for the Holiday Activity and Food Programme and free food vouchers in the school holidays. We ask all parents (even those in Reception, Year 1 & 2) to use the following link to check for eligibility: [2026-27 Application/Eligibility Check for Free School Meals – Fill in form](#)

Dinner money for children in Years 3 to 6 must be paid electronically using our Parent App, My Child at School (MCAS) on the first day of the week; this can also be paid in advance for a full term. Parents are responsible for ensuring that dinner money payments are kept up to date and this is closely monitored. Should parents find themselves in arrears, or struggling to pay dinner monies, they should contact our Finance Team on 01204 61899 option 3. Anyone wishing to change their child's meal option need to give one weeks' notice by emailing: finance@stbedeacademy.org.

Extended school provision

At St. Bede, we also offer places from three years old, into our school Nursery class. Nursery is often the first experience into the world outside the family home. In our school nursery class, we offer an exceptional level of education and care, within a safe, stimulating and nurturing environment. What the children learn in our nursery class, can create secure foundations for future learning and development. We aim to provide a Nursery experience that is exciting, vibrant and fun and through quality interactions, exploration, play, talk and enjoyment, we will help to develop happy, confident and independent children.

Our school nursery class provides children with the key skills needed to prepare them for our Reception class and are a key part of our St. Bede school family. Throughout your child's time in the Nursery, they will foster a close relationship with the staff and children in our school, to ensure there is a smooth transition from our school Nursery class to our Reception classes. Teaching staff in the Reception classes and Nursery class work together closely to ensure consistency throughout the Early Years, providing great foundations and skills to ensure children are 'Reception ready'.

Please ask for a copy of our Nursery Prospectus for further information.

There is an on-site private nursery for children from 0 – 5 years. Baby Bede Private Day Nursery is open from 7:30am to 6:00pm all year round, apart from Bank Holidays. Further details are available from the Baby Bede Manager Lesley Taylor: taylorl@babybede.org.

The school runs a before and after school club from 7:30am until the start of school and then after school until 6:00pm. If you wish to take advantage of this care, please contact the Out of School Club manager Mrs Isherwood: nikki@morrisgreen.org.

We also offer a holiday club each holiday period (except Bank Holidays) from 8:00am until 6:00pm daily. Further details of these are also available from the Out of School Club manager.

Church attendance

During the autumn and spring terms children in Years 4 to 6 visit Church monthly, and during the summer term this is extended to Year 3 for transition purposes. Children in Years 1 to 6 will visit Church for Harvest, Christmas, and Easter. Children from Nursery to Year 6 will visit Church at other times throughout the school year as part of their learning. Representatives from various local Churches also come into school weekly to lead collective worship.



Pastoral Care and Safeguarding

The fostering of caring attitudes is fundamental to all we do in school and so all members of staff are involved in the pastoral care of the children. The school also has a Pastoral Lead who provides children with additional support. In addition, we have a dedicated Safeguarding team who liaise with a range of care agencies; more information is available in the Safeguarding Policy on our website. We do, however, see this care as a shared responsibility and partnership between home and school, and so we would urge you to inform us of any circumstances which may be affecting your child.

Our school is part of Operation Encompass which is a national scheme that operates jointly between schools and police forces. Operation Encompass is the reporting to schools, prior to the start of the next school day, when a child or young person has experienced domestic abuse. Our Designated Safeguarding Lead is trained in the Operation Encompass procedures allowing us to then use the information that has been shared, in confidence, to support the child or children in our care.

Concerns with your child

The teaching staff are available by appointment if you would like to discuss matters concerning your child. If any parent still has concerns after having seen the class teacher, they may then wish to make an appointment to see the Assistant Headteacher for the relevant unit.

The St. Bede Way

Our school culture (The St. Bede Way) is to remind us of what we need to do at St. Bede to ensure we can achieve our aspirations and make sure that our school continues to be a safe, calm, and happy place for all by:

- Demonstrating our Values daily and living by our Vision and Scripture.
- Ensuring we dress smartly, and children are in the correct uniform and P.E. uniform.
- Attending school each day, on time, to help us achieve our full potential.
- Respecting our environment and equipment and keep the school neat, tidy, and safe.
- Walking around school sensibly and keeping safe on the stairs.
- Respecting our daily collective worship as a time for reflection and coming together as a community.
- Keeping our hand-writing neat and our books tidy – showing pride in our presentation.
- Demonstrating good table manners at lunchtime so it is an enjoyable experience for all.
- Sharing playground equipment, engaging in active play and socialising respectfully.

We encourage all parents to support children and our school in embracing The St. Bede Way.

Further information

Lots of information can be found on our website www.stbedeacademy.org. You can also telephone the school office on 01204 61899 where a member of staff will be only too pleased to answer any further questions, or email parents@stbedeacademy.org

SCHOOL TERM DATES & HOLIDAYS 2026/27



AUTUMN TERM 2026 (71 days in term)

Tuesday 1 st September	INSET/Training day (staff only)
Wednesday 2 nd September (Autumn 1)	School opens at 8:45am
Friday 23 rd October	School closes for half term at 3:15pm
Monday 26 th October – Friday 30 th October	Half Term
Monday 2 nd November (Autumn 2)	School re-opens at 8:45am
Friday 27 th November	Occasional Day (school closed)
Monday 30 th November	Occasional Day (school closed)
Friday 18 th December	School closes for half term at 3:15pm
Monday 21 st December – Friday 1 st January 2027	Half Term

SPRING TERM 2027 (54 days in term)

Monday 4 th January (Spring 1)	School re-opens at 8:45am
Friday 12 th February	School closes for half term at 3:15pm
Monday 15 th February – Friday 19 th February	Half Term
Monday 22 nd February (Spring 2)	School re-opens at 8:45am
Thursday 25 th March	School closes for half term at 3:15pm
Friday 26 th March – Wednesday 7 th April	Half Term

SUMMER TERM 2027 (65 days in term)

Thursday 8 th April (Summer 1)	School re-opens at 8:45am
Monday 3 rd May	Bank Holiday (school closed)
Friday 28 th May	School closes for half term at 3:15pm
Monday 31 st May - Friday 11 th June (Two Weeks)	Half Term
Monday 14 th June (Summer 2)	School re-opens at 8:45am
Thursday 22 nd July	School closes for summer holidays at 3:15pm
Friday 23 rd July	INSET/Training day (staff only)

Children will be in school for 190 days



ST BEDE CofE
PRIMARY ACADEMY



THE QUILL CofE TRUST