

St Bede's Catholic Primary School



School Prospectus 2025 / 2026

*As one
we learn together,
play together,
pray together,
as one.*

Welcome to our School Family

Our School Mission Statement:

**As one
we learn together,
play together,
pray together,
as one**

Our mission statement is underpinned by the notion of community and unity. 'As One' is central to our belief that together we can achieve great things, both academically and in relation to the whole person.

St Bede's Catholic Primary School serves the Catholic families of the Parish of All Saints and any other families who wish their child/children to attend St Bede's and will support the Catholic ethos of the school.

We are part of the Bishop Bewick Catholic Education Trust (BBCET) and work together with our partner schools to strive for high quality education. All Catholic schools within the Diocese of Hexham and Newcastle are part of a larger Catholic Trust as part of the Bishop's directive.

St Bede's aim is to provide a safe, caring and happy environment, in which your child can experience success in their learning. The school also aims to nurture your child's spiritual life by providing a good Catholic education. We aim to build a close relationship between home and school, which is vital to your child's educational progress and happiness.

We hope that you find this booklet useful and that it gives you a 'flavour' of our school.

If there is anything you would like to discuss, please do not hesitate to contact us.

Ethos and Values

As a Catholic school, we feel that the spiritual, moral, social and cultural development of pupils is a major strength of our school. It underpins the education of our pupils and establishes a caring, orderly and self-disciplined learning community. We seek to encourage the children to give and expect to receive respect, encouraging the children to work together and to willingly take on responsibility. They learn to share and value the achievement of others. The moral development of our children flows from a firm spiritual base.

Pastoral Care

We see every child as a unique individual and our school works to achieve a genuine family atmosphere, where all members care for, love and respect each other. Children have many different



needs; physical, emotional, spiritual and academic, and our school works towards supporting the children in all of these areas. At St Bedes, we view parents as partners in the education process and close liaison between home and school is encouraged.

At St Bede's, we have three main educational drivers. We aim to create successful and confident learners who make a positive contribution to the community and society in which they live.

We employ a Parent Support Advisor (PSA), Mrs Howell, who works alongside school to support parents and families. Mrs Howell is available to assist parents and signpost them to further help and support. Mrs Howell is also our Social, Emotional and Mental Health (SEMH) Lead and is a trained THRIVE Practitioner. This supports her work in developing and maintaining the well-being of our children.



We operate a 'House Team' system from Year 1 – Year 6 to foster greater links between the children. Children from Year 1 to Year 6 are grouped into four house teams. There are planned opportunities throughout the year when the children come together to learn, play and pray within their house teams – this is a lovely opportunity for children from across the school to spend time together and build relationships.

The school nurse, can be contacted at the Clinic, Tel No. (0191) 2823263, by any parents wishing to discuss a particular health concern.

Distinctive Nature



Prayer

Prayer is an important part in the life of a Catholic school, and we have a daily act of 'Worship', this prayerful gathering can take many forms. We pray together, as a school, on a Monday morning to start our week and a Friday afternoon to end our week together.

Day	Form of Collective Worship
Monday	Whole School Celebration of The Word Year 1 – Year 6 with EYFS (Reception children) joining in the Summer Term

	(In Autumn and Spring term, EYFS (Reception children) have a separate, in class, Celebration of The Word which focuses on Bible Stories and is presented and led by the Headteacher)
Tuesday	In-class Act of Prayer and Liturgy
Wednesday	In-class Act of Prayer and Liturgy based on the 'Wednesday Word' (which is then sent home)
Thursday	In class child-led Act of Prayer and Liturgy session
Friday	Whole School Act of Worship / Celebration Assembly Y1 – Y6 with EYFS (Reception children) joining in the Spring Term (During the Autumn Term, EYFS (Reception children) have a weekly recorded celebration opportunity which is presented by the Headteacher)

Prayer punctuates our day so at the beginning and end of each day the children will pray with their teacher and the rest of the class. The children also pray before and after their lunch. A 'Statement To Live By' is displayed in every classroom and is often a focus for that week's prayer in class. Statements are based on care and respect for others.

There will be other opportunities for prayer throughout the year, often linking to the Liturgical Season e.g. during Advent, Lent or throughout the month of May or October, or significant national or world events.

The children regularly attend Mass at St Bede's Church. Classes are involved in preparing and leading the Readings and Bidding Prayers for that Mass or Liturgy. Parents are always encouraged to come along to share the celebration with their children. Each week one of our older classes attend the Parish Mass as part of the Parish community, strengthening our links.

At least every half term, each class will prepare a class liturgy to which parents will be invited. Often this will take the form of a 'Stay, Pray and Play' session whereby parents will be invited to attend a short child-led liturgy then have the opportunity to stay and join the children in some activities e.g. arts and crafts

We have a dedicated 'chapel space' which is timetabled for use by classes during the school day. This space is also used for individual and small group prayer times over lunchtimes; these may be adult led or may provide opportunities for personal prayer.

Preparation for the Sacraments of Reconciliation and First Holy Communion

The Sacraments are for children who are baptised Catholic.

Preparation for the two Sacraments usually takes place in Year 4 (8 – 9 years old) and we follow the Diocesan programme for delivering the Sacraments.

Fr Mariadass, our Parish Priest, and the staff from both St Bede's and St Joseph's Primary Schools work closely together to prepare the children and their families for the two Sacraments, which we celebrate together as a Parish.

Assembly

The whole school comes together on a Friday afternoon for a Celebration Assembly. During this time, rewards are given out to children from each class who have worked well during that week or have been identified for something positive during the week e.g. reader or writer of the week and special mention of the week. The attendance trophy is presented to the class with the best

attendance each week. House points from across Year 1 to Year 6 are collated weekly and the winning House Team is announced. Each half term the winning house team is congratulated with an extra playtime together.

Celebrations

During the year the school will celebrate important occasions in different ways, for example:

- **Harvest Festival** – at the beginning of October the children raise money for Family Fast Day and this money is given to CAFOD. The children also bring in tins or fresh produce, which are placed before the Altar at the Harvest Mass and are then distributed to the senior citizens of the Parish and to the local foodbanks.
- **Poppy Appeal** – in November we support the Red Cross with the remembrance appeal.



Christmas – during the run up to Christmas the children from Reception, Year 1 and Year 2 usually lead a Christmas Nativity performance / production and the children from Year 3 – Year 6 are usually involved in a KS2 Carol Service which parents are encouraged to attend.

KS2 children visit the local care home to sing Christmas songs for the residents.

We also collect for a 'reverse advent calendar' where children can donate items such as toiletries and small gifts which are then donated to support those less fortunate than ourselves.

We also always have a Christmas Party Day and a visit from Santa Claus.

- **Easter** – during Lent the whole school will take part in liturgies to recall the events of Holy Week.
As the school approaches Easter, the children have an Easter Bonnet or Easter Egg Competition. The 'PTA' also organise an annual Easter raffle.
- **May Service** – in May the children attend Mass at St Bede's church to honour our Blessed Lady. The children usually bring flowers, which are placed on the altar and later distributed to the congregation.
- **St Bede's Feast Day** – on St Bede's Feast Day (25 May) we usually attend Mass and we all have an extra playtime during the afternoon where we enjoy a treat together.



Charities – As a school we support a number of different charities and causes throughout the year including CAFOD, St Cuthbert's Care, local food banks, SVP projects etc. The children take part in various events to support these charities. Our families are always very generous in supporting emergencies fundraisers which occur due to National and International disasters.

We also often support special charities which have impacted our families such as the 'Brain Tumour' charity or 'North East Hearts with Goals'.

The School Day

School day starts: 8.50 am (soft opening from 8.40am)

Morning breaks: 10.15 - 10.55 am
(playtime is staggered for different year groups with 15 minutes per class)

Lunchtime: EYFS (Reception), Y1, Y2 11.50 – 12.50 pm
Y3, Y4, Y5, Y6 12.10 - 1.05 pm

Afternoon break: EYFS, Y1, Y2 2.00 – 2.15pm
Y3 – Y6 have a well-being break during the afternoon session, this may be a physical break time or a mindful break

School day ends: EYFS, Y1, Y2
Y3, Y4, Y5, Y6 3.20pm



Beginning and end of school day

Children remain parent's responsibility until 8.40 a.m. when the school doors are opened and children can enter school. We operate a 'soft opening' policy whereby children can come into school anytime between 8.40am and 8.50am (this helps with congestion in the entrance areas and cloakrooms). Parents are asked to leave their children at the designated area in the morning and wait for them there on an evening.

We begin our day with breakfast whereby toasted bagels are available to all children at the start of the school day (free of charge to the parents) – we acknowledge that breakfast is the most important meal of the day and we want to make sure that all children begin their day having eaten breakfast and ready to learn.

Parents are requested not to come in to school without a prior appointment as it can cause congestion in the narrow corridors of the school. If you wish to speak to a member of staff please come to the office before 8.40am to either speak to them or arrange to make an appointment at a mutually convenient time. Staff will not be available to speak to parents at the start of the school day without a prior appointment.

Absences and Punctuality

Parents must notify the school as soon as is possible on the first day of absence. It is the duty of parents to ensure that children arrive at school on time; we hope you will support the school in this matter. If your child arrives after 8.50am, you will need to bring him/her to the school office and must sign him/her in. We record the frequency of lateness; however, we understand that accidental lateness occurs so please don't worry if your child is late for good reason.

Mrs Howell (PSA) will contact any parents if school has any concerns regarding attendance or punctuality.

If children have to be collected from school for medical or dental appointments, parents should inform school prior to the appointment day and collect their child personally, having signed them out at the school office. Routine dental or medical appointment should be made outside of the school day

however we appreciate that hospital appointments or consultant appointments may need to be within school hours.

Holidays

A holiday list will be circulated each year to parents and is also available on our school website. The list for the forthcoming academic year will normally be available early in the Summer Term. Copies are retained in school and are available to parents requesting additional copies.

Any holiday taken during the school year will be marked as unauthorised absence, unless there are exceptional circumstances. **You must complete a 'holiday form' to inform the Headteacher that you are taking your child out of school for a holiday during term time.**

Parents are discouraged from using school term time for holidays. Holidays in term times are closely monitored and parents will be invited into school for a formal meeting should this become a concern. The Local Authority monitor attendance across Newcastle schools very closely. Parents taking holidays during term time may be subject to Local Authority action (which may involve a fine).

School Uniform

Boys Winter: Grey trousers, yellow or pale blue polo shirt, royal blue sweatshirt.

Summer: Yellow or pale blue polo shirt, grey shorts / trousers.

Girls Winter: Grey skirt, yellow or pale blue polo shirt, royal blue sweatshirt or cardigan.

Summer: Blue and white dress / Yellow and white dress/ white socks

PE Kit: Plain yellow or plain white t shirt, black / navy shorts and PE pumps (trainers for outdoor activities) – children can come to school dressed in their PE kits on a PE day (you will be informed as to which days your child has PE). On colder days children can wear **plain** black / grey or navy-blue leggings, joggers or tracksuit bottoms.

Footwear: Children are expected to wear **black school shoes not trainers** (unless it is a PE day). School shoes are considered far healthier for growing children's feet.

Sweatshirts and cardigans, polo shirts, PE t-shirts, fleece jackets, rain jackets, PE bags and book-bags with the school badge can be purchased from "Tots to Teams" (Unit 10b Airport Industrial Estate, Kingston Park, Newcastle, NE3 2EF, Tel: 0191 2715454 (see link on School website).

There is no requirement to purchase a completely logoed school uniform however we do ask parents to purchase one logoed jumper or cardigan for their child for school visits to support safeguarding. The rest of the school uniform can be purchased through other suppliers including from supermarket school uniform supplies.

Girls are not allowed to wear make-up or nail varnish for school.

Jewellery (other than a watch if your child is able to tell the time) is not permitted in school. Smart watches are not permitted in school for safeguarding reasons. Children are not permitted to wear earrings for school for health and safety reasons. If you wish to have your child's ears pierced, please



do so at the beginning of the summer holidays so that they are able to take out their earrings at the beginning of the school year.

Haircuts should be sensible and appropriate for school. Patterns cut into hair or colours in hair are not allowed.

All items of clothing must be clearly marked with the child's name – please help us by labelling/writing your child's name in all of their school clothing, including coats.

We encourage recycling and re-using and have a pre-used school uniform clothing bank. Parents are invited to pop into school and help themselves to uniform items.

Curriculum Content and Organisation

The School Curriculum

In Early Years the children follow the Foundation Stage Curriculum, this is based upon the seven main areas of learning which are Literacy, Mathematics, Communication and Language, Understanding the World, Physical Development, Personal, Social and Emotional Development and Expressive Arts and Design, Creative Development and Personal Social and Emotional Development. Within these seven main areas the learning is broken down into small steps, which makes the curriculum easy to access for the youngest pupils in our school.

The National Curriculum is fully implemented at St Bede's. This means that for each subject, there will be objectives setting out what children should know, and be able to do at each stage of their school life.

All curriculum subjects are rooted in the national guidance and are enhanced through our own curriculum development to support the context of our school and allow children to become successful and confident learners who make a positive contribution to the world in which they live.

There are four main areas of focus in our curriculum: that children achieve the highest possible academic standards; learning is enhanced through visits and visitors; we aim to enrich and enhance vocabulary and raise aspirations of our young people so that they truly understand that there are no limits to their potential for the future.

The uniqueness of each child is taken into consideration, and it is our fundamental aim to fully develop each child's learning potential through the curriculum offered. We recognise the individual learning needs of each child and the special needs of some children. We aim to provide the necessary means of access to the curriculum so that each child can achieve his / her potential.

Home Learning Activities

There is an expectation that the enjoyment of reading a book is shared between home and school. Children will regularly bring home a reading book, and it is expected that parents will engage in sharing the reading experience with their child – even the older, more fluent readers still enjoy sharing a book with an adult. In our younger years, children can access online reading books at home through our 'bug club' phonics scheme. In KS2 our children can access online reading books at home through our 'Reading Plus' reading intervention programme.

In EYFS and Year 1, children will bring home phonics sound or tricky words as they develop their early reading skills. Weekly age-appropriate spelling and multiplication tables work is set from Year 2 onwards; this is linked to the spellings and multiplication tables which are being taught and tested in class each week.

All information regarding home learning activities is displayed on the class page on the website (e-learning platform). Log in details will be provided for each child.

It is very important that parents support children with their home learning and we expect parents to engage in writing comments either on the home learning page or in the child's reading diary / home diary.

Parent Sessions

We value the relationship between home and school and aim to offer a range of parent drop in sessions and workshops linked to a number of areas particularly linked to English, maths, safeguarding and pupil well-being.

At the beginning of each academic year, there is a 'curriculum evening' where all parents are invited to attend to hear about the key elements of the school year and specifics for your child from the class teacher. It is essential that you attend this meeting as it sets out the expectations for everyone from the beginning of the year.

Religious and Moral Development

St Bede's is a Catholic school, seeking to encourage a child's deeper love and understanding of our faith and foster a desire to follow Jesus. The Family, the School and the Catholic Community of our Parish are three main areas of development for our children.

Religious Education, although part of the curriculum, is far more than a subject to us at St Bede's, it influences all aspects of school life and relationships. We hope that by developing this Catholic emphasis we are building a caring attitude in school, which will be evident in all our relationships between staff and children. The school follows the "Come and See" RE teaching programme, which has the full support of the Bishops of England.

The 'Come and See' Curriculum also encourages the development of awareness and respect for other faiths. Children of other faiths are encouraged to share their heritage and understanding of their own faith.



Withdrawal from Religious Education: The Governors are required to remind parents of their rights of withdrawal of pupils from religious worship and education. Parents are also reminded that the school exists to give a Catholic education to its pupils. It is therefore expected that parents be in sympathy with the aims and objectives of school.

English

English is developed through speaking and listening, reading, writing, spelling, punctuation and grammar. English skills are taught in English lessons, however, they are reinforced in all other areas of the curriculum.

Reading Books: Children will regularly bring home a reading book, either a physical book or a book which can be accessed online, (weekly) which parents should read with their child, even the older children enjoy sharing a book with adults. Parents, and the children themselves once able to do so, must complete the section in the home reading record either in the reading record book or on the home learning section of the website – this allows for open dialogue between home and school and helps to support the children with their reading development.

The school library will be timetabled for each class so that parents / carers can come after school and choose a book to take home to share with their child.



Spellings: In Year 1, children will have home learning tasks linked to phonics and early reading development. From Year 2 onwards, the children will have weekly spelling checks, the children will be taught the spellings in school but parents are expected to practice the spellings with their child at home.

Mathematics

Mathematical learning takes place through a daily maths lesson which will include a focus upon mental arithmetic, numerical computation (calculations), statistics (handling data) and geometry (shape), measurement and number and place value (which includes fractions, decimals and percentages).

It is essential that the children see mathematics as a useful tool to help them discover facts and solve problems in a logical manner. The teaching of mathematics is a balance between arithmetic (knowing number facts and completing calculations) and mathematical reasoning which involves using mathematical knowledge to solve problems.

Multiplication Tables: From Year 2 the children will be learning and practising times tables as it is essential to have number facts at your finger-tips. Age appropriate home learning tasks will be set linked to multiplication tables from Year 2. Children will all be given a log in for Times Tables Rock Stars (TTRS - an online learning platform) to help them to practise their quick recall of multiplication facts. It is important that parents support their children in mastering the times tables and there will be a weekly check-up test in all classes from Year 2 – Year 6. In Year 4, the children will take part in the national 'multiplication checker' which assesses their quick recall of multiplication facts. Therefore it is important that children know all of the times tables facts by the end of Year 4.

Science

Scientific exploration and investigation arise naturally from the children's own enthusiasm and interests. It is our aim to offer relevant experiences through which children may be introduced to scientific skills and knowledge, and to approach them in an investigative manner that develops favourable attitudes towards the subject.

Science Week: Each year we hold a curriculum week devoted to science where the children have a range of experiences to enrich their science knowledge and understanding, these include activities such as visits and visitors, an onsite Planetarium, practical workshops and a highly successful science fayre.



Art

The children work with varied materials and media, which exercise their creative powers. Through art we aim to develop skills, to provide for the children an emotional outlet, to give scope to their imaginations and to stimulate an awareness of their environment. We also aim to develop independence of thought and judgment, and to help the children become aware of, and sensitive to, beauty, form, colour, line and texture.



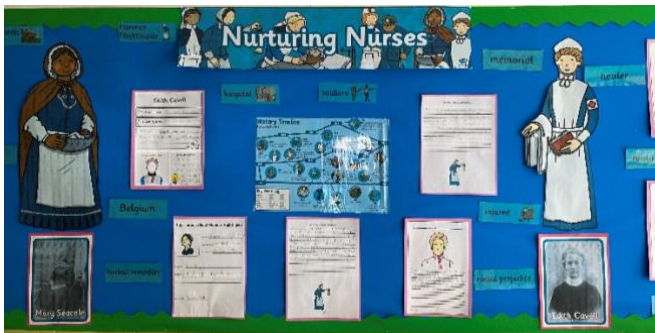
The school often works with artists on particular projects. You will see around school a number of art pieces including the stained-glass window, story mosaics and the large screen print in the school library, these projects were the work of a local artist and children from our school.

Computing

The children will have the opportunity to use both laptops and ipads, as well as a range of coding equipment, to extend their computing (IT) skills. The pupils have controlled access to the Internet to safeguard them from any materials which we would deem unsuitable. E-safety is very important to everyone at St Bede's and pupils will have regular e-safety lessons throughout their time at our school. Parents will also have the opportunity to update their knowledge on how to keep their children safe using new technologies.

Design & Technology

The teaching of D&T will focus upon the development of the children's designing, making and evaluating skills. We hope to nurture creativity and innovation and allow the children to explore values about and attitudes to the world and how we live and work within it.



History

The history teaching is geared towards fostering an interest in the past for our children and to develop an understanding that enables them to enjoy all that history has to offer.

History is taught in project blocks and focuses on elements of British and World history. To make history come alive, classes will often have visits to Historical venues as part of their curriculum.

Geography

Geography provokes and answers questions about the natural and human worlds, it develops knowledge of places and environments throughout the world, an understanding of maps, and a range of investigative and problem-solving skills both inside and outside the classroom.

The geography teaching is aimed at enabling children to gain knowledge and understanding of places in the world and is taught in project blocks. Many classes will have field visits to enable them to have the experience of outdoor study to enhance classroom learning.



Modern Foreign Languages

The children in Key Stage 2 receive a weekly French lesson delivered by a specialist teacher.



Music

The children learn to love music by singing as often as possible. Music plays a central role in school masses, collective worship and in various school plays, the children learn a wide range of songs and hymns. The appreciation of music is developed through singing, listening to and making music.

We have a specialist music teacher who delivers music lessons throughout the school. The children take part in locally organised music festivals and concerts in school.

PSHE and Relationships and Sex Education

These two areas link to personal, social, emotional and health education and support our children in their general well-being. These two important parts of the curriculum are taught, in an age appropriate manner, in all year groups at different times during the school year and follow a curriculum plan. Relationships and Sex Education will cover areas such as puberty and body changes, this is taught in accordance with the schools Sex Education Policy which conforms with Diocesan guidelines and is taught in accordance with Catholic teaching. Information is provided for parents to ensure that they are aware of the curriculum content of any sensitive lessons prior to them being taught.

Physical Education

The PE curriculum offers a wide variety of physical activities to our children through an annual teaching programme in each year group. Activities include traditional team games such as football, basketball, rugby and cricket and also a range of other activities such as athletics, tennis, gymnastics, etc. There are opportunities for extra curriculum activity clubs in some of these areas throughout the year.

We run a swimming programme whereby children from KS2 classes attend Elswick Swimming Pool to assist the children in learning how to swim. As a school we engage in a variety of competitions including athletics, football and swimming.

Special Educational Needs and Disability

If a child requires additional support to access the curriculum, they will be supported through a range of targeted interventions including small group work or 1:1 work. If a child has a specific need which requires greater support our Special Needs Co-ordinator (SENCo), will work closely alongside parents and staff to ensure that these needs are met and every child can achieve their full potential.

The School's Special Needs' Policy is available for parents to read in school or on the school website.

At St Bede's Catholic Primary School every child is equal, valued and unique. We aim to provide an environment where all pupils feel safe and can flourish. We respond to individuals in ways which consider their varied life experiences and particular needs.

St Bede's is committed to providing an education that enables all pupils to make progress so that they achieve their best, become confident individuals living fulfilling lives and make a successful transition to adulthood



Ethos and Behaviour

We aim to establish a good relationship with our children based on trust and love. Good order, conduct and behaviour are insisted upon at St Bede's to allow for a good learning atmosphere within the school. We embed a system focused on being 'Ready, Respectful and Safe'. Special mentions and 'house points' system in provide opportunity for reward for effort and good behaviour. The children are rewarded with certificates and various prizes

as they progress through the reward system.

Being ready for learning is key and children are encouraged to show courtesy and good manners and have respect for everyone's property based on the principles that children have a right to learn and teachers have the right to teach (Assertive Discipline).

In each class rules are agreed between teacher and pupils for behaviour within the classroom. The consequences of inappropriate behaviour are also agreed between teacher and class.

We operate a principle whereby children are given a verbal warning if their behaviour is inappropriate, therefore are given an opportunity to modify the behaviour. If the behaviour continues then the children will be given an appropriate consequence and time to reflect on their behaviour. Staff always try to support children following a restorative practice approach whereby children are helped to reflect on how they could have approached the situation to avoid repeating the behaviour in the future. The eventual consequence of repeated inappropriate behaviour within class is to be sent to the Headteacher.

In serious cases of misconduct or persistent inappropriate behaviour, parents are informed and their co-operation is requested. Sanctions are put in place for children who persistently misbehave in school, these include the withdrawal of privileges.

We operate a system throughout school, that each day is a fresh start and an opportunity to move forward.

General School Rules

Rules are kept to a minimum; Christian courtesy, good manners and common sense should be the order of the day. At St Bede's, there are three key rules 'Be Ready, Be Respectful and Be Safe' (taken from the work of Paul Dix and his book, 'When the adults change, everything changes'). These underpin how we approach all situations and are implicit in the interactions and conversations between adults and children.

Toys from home are not permitted in school, unless required by the class teacher for a particular purpose.

Extra-Curricular Activities

There are opportunities for a variety of extra-curricular activities including sports, athletics, cooking, craft, science, gardening, choir etc. We aim to offer 'clubs' on a 6-week basis in order to cater for a wider variety of interests throughout the school year.

All after-school activities have a standard charge of £2.00 per session, the money is pooled together to help to support the purchase of any resources that may be needed across the range of activities or to pay for external providers.

There is a before-school breakfast club on offer for parents who start work early in the morning and have childcare difficulties. The club is run by school staff and begins at 8am. There is a small charge for breakfast club of £2.00 per day – this money is used to pay for the breakfast items and provide games / resources for the children to use. Please contact the school office if you are interested in finding out more about the morning club.

Parental Contact with School

It is the policy of the St Bede's to encourage and develop home – school relationships and co-operation. The Headteacher and staff will be pleased to meet parents at any time, which is mutually convenient, please contact the school office if you wish to make an appointment.

Parents are welcome and positively encouraged to assist with activities within the school, including environmental visits. Please can you inform the office if you would like to be added to our helping hands list.

The school holds open evenings each year, when parents have the opportunity to talk with the Head, SENCO and class teachers. Attendance at parents' evenings is very important to support your child on their academic journey. School reports are produced by staff in February at the end of July stating children's progress and attainment.

In addition, parents are kept informed of school happenings and activities by means of newsletters (sent out to parents via 'Arbor') and via the school website. Notices are also displayed in the Parents Notice Board in the EYFS / KS1 playground.

St Bede's make use of Arbor whereby parents receive additional information or reminders via a text message or email – please ensure that you register for this communication and check messages daily.

School Meals

At lunchtime the children are all offered a school lunch which is catered by Newcastle City Council. School meals operate on a three-week cycle of nutritional standards which guarantee children get a healthy balanced meal. There is also a daily salad bar and frit available.

All children in Early Years and Key Stage 1 are given the option of receiving a universal free meal from school every day paid for by the government. Children in Key Stage 2 need to pay for their school meals and this is done via Arbor.

Children can also bring a packed lunch from home if parents prefer. If you are providing a packed lunch for your child, can you please ensure that you provide them with a healthy well- balanced lunch. We are keen to encourage healthy eating and request that fizzy drinks, chocolate and sweets are not included.

Safeguarding Children

A range of policies linked to safeguarding children are available on the school website (and in paper copy at parent's request)

Parents should be aware that the school will take any reasonable action to ensure the safety of its children. In cases where the school has reason to be concerned that a child may be subject to ill treatment, neglect or abuse, staff have no alternative but to follow Newcastle's Area Child Protection Committee's Guide: "Working Together to Protect Children" and inform Social Care of their concern.

Mrs Young, Mrs Watanabe, Mrs Morris, Mrs Walton and Mrs Howell are the designated persons for Safeguarding Children (Child Protection). Mrs Lompart-Chlasciak is the named governor for Safeguarding and Well-being.

We use an electronic, secure safeguarding record system called CPOMS. Any safeguarding concerns or important information is recorded on this system to help build comprehensive knowledge of all our children. St Bedes is also an 'Operation Encompass' school which means that we work alongside Northumbria Police.

Medication and Pupils

Generally, if children are unwell the best place for them is at home with an adult. A sick child will not be able to cope with school activities and if the illness is infectious there is a risk of other children becoming ill.

It is very important that parents keep school fully informed as to the medical needs of their child. If medicine is required three times per day it should be taken at home in the morning, after school and at bed time. School cannot administer medicines, which are not prescribed. If medicine is required more than three times per day e.g. antibiotics which have been prescribed four times per day, then parents will be required to complete the required paper work which will allow the school to administer medicine (please contact the school office).

With regard to asthma sufferers, the children should be trained in the use of their inhalers.

There are five trained First Aiders on staff who will assist children with their medical needs.

Emergency and Accidents

Parents are asked to give a telephone number / mobile number at which they can be contacted in the event of an emergency. **If telephone numbers change, parents must contact the school with the new numbers because if we don't have them it may delay important information regarding your child.** Please give an alternative number in case you are not available.

A school staff member who is trained in first aid deals with most injuries and illnesses.

Personal Belonging

It is important that each child takes full responsibility for his / her own property and that he / she respects the property of others and of the school.

Children are, therefore, advised to bring to school only items of clothing and property, which are essential, and appropriate, for use in school. The school does not provide insurance cover in respect of children's personal property or personal accidents. It is the responsibility of parents to arrange this cover if they so wish.

Mobile Phones are only permitted for those older children to travel to and from school alone – these are stored securely in the school office during the school day.

Access to Information

Parents can view a range of policies and reports on our school website, paper copies are also available from the school office on request.

Parents also have access to a wide range of other information on the website including curriculum documentation.

Parents also have the right to view most records about their child. Arrangements may be made with the Headteacher.

Dogs

No dogs or other pets are allowed in the school yard at any time; this is for the health and safety of the pupils of our school.

Smoking

St Bede's is a no smoking zone. Parents are requested to follow the policy of the school so therefore there is no smoking in the school yards – this includes vaping.

Charges and Remissions

In accordance with the requirements of the 1988 education reform Act, the Governing Body of St Bede's Catholic Primary School has agreed a policy relating to charges and remissions for school activities. This can be viewed by parents on the school website. In the case of the vast majority of visits or activities, parents will be asked to make a voluntary contribution towards the experience to cover the costs. Additional funding is often sort to subsidies parental contributions, for example 'PTA' often contribute towards the cost of coaches to support class environmental visits. No child will be excluded through inability to contribute. If an event is well under subscribed the activity may have to be cancelled.

Complaints' Procedure

All complaints about the curriculum will be dealt with according to the Education Department Guidelines, which are available on the school website.

Transfer to Secondary School

At the age of eleven, pupils transfer to comprehensive schools. The girls from St Bede's usually transfer to the Sacred Heart High School and the boys to St Cuthbert's High School, however attendance at St Bede's does not guarantee a place at St Cuthbert's or Sacred Heart.

Close links are maintained with these two schools. Applications for High School places must be made no later than the end of October in the academic year when the child is in Year 6 – this process can be completed online.

Governors

Foundation Governors

Mrs C Casson (Chair)
Mrs J Lompart-Chlasciak
Mrs M Nottingham

Staff Governor

Miss C Davies

Community Governor

Mrs L Fairless

Parent Governor

Mr Tahir Rashid

School Improvement

Director of Primary Support (BBCET)

Mr Steven Fallon

If contact needs to be made with any of the above, this may be done through the school.

Useful Addresses and Telephone Numbers

Status of School: Catholic Primary (Voluntary Aided)
Part of Bishop Bewick Catholic Education Trust

Age Range: 4 - 11+ years

No. on Roll: 207

St Bede's Catholic Primary School
Howlett Hall Road
Denton Burn
Newcastle upon Tyne
NE15 7HS

Tel: 0191 2743430
Email: office@stbcos.co.uk

Head Teacher:
Deputy Head:
Chair of Governors:
Parish Priest

Mrs Leigh-anne Young
Mrs Laura Watanabe
Mrs Clare Casson
Fr Mariadass Pagyasamy

L.A. (Local Authority)

Children's Services
Civic Centre
Newcastle upon Tyne
NE1 8PU
Tel: 0191 2787878

Parish

St Bede's Presbytery
233 Whickham View
Denton Burn
Newcastle upon Tyne
NE15 7HP
Tel: 0191 682 5484

School Staff 2025/2026

Mrs L Young	Headteacher
Mrs L Watanabe	Deputy Headteacher / SENCo
Mrs K Décube	Early Years (part-time)
Miss Coatsworth	Early Years (part-time)
Mrs H Gregan	Year 1
Miss G Milburn	Year 2
Miss P Kay	Year 3
Mrs H Morris	Year 4
Miss L McNally	Year 5
Mrs A Scott	Year 6
Miss A Cumming	School Business Manager (part-time)
Mrs L Walton	Business Manager/Administration Assistant
Mrs J Howell	Parental Support Adviser / SEMH Lead
Mrs W Curry	Learning Support Assistant (part-time)
Miss C Davies	Learning Support Assistant / HLTA
Mrs J Davison	Learning Support Assistant
Miss M Dixon	Learning Support Assistant / HLTA
Mrs K Drinkald	Learning Support Assistant (part-time)
Miss S Hashami	Learning Support Assistant
Mrs L Irving	Learning Support Assistant
Mrs M James	Learning Support Assistant
Miss M McGeary	Learning Support Assistant
Mrs S Todd	Learning support assistant (part-time)
Mrs S Savage	HLTA
Mrs T Tait	Learning Support Assistant
Mr S Allan	Caretaker
Ms K Drinkald	Cleaner
Mrs M Rowell	Cleaner
Mrs J Fiddes	Mid-day Supervisor
Mrs K Thompson	Mid-day Supervisory Assistant
Miss K Drinkald	Mid-day Supervisory Assistant
Mrs M Murray	Mid-day Supervisory Assistant
Mrs S Todd	Mid-day Supervisory Assistant
Mrs S Stephenson	Mid-day Supervisory Assistant
Mrs T Tait	Mid-day Supervisory Assistant