

St Michael & John's RC Primary School, Clitheroe



Prospectus 2025 - 2026

Following the example of Jesus, together we learn, love and respect one another to be the best we can be.

The information and particulars contained within this booklet are correct as of April 2025. However, please be mindful of the fact that changes may occur at any time during the course of the year.



Welcome to St Michael & St John's RC Primary School

St Michael & John's RC School is located in the heart of Clitheroe and serves the families of the town and surrounding villages. Priority for admission to the school is given to Roman Catholic children as the school is part of the Salford Diocese Network of Catholic Schools, however, the school welcomes and supports children of all faiths and backgrounds. Our Christian values underpin all that we do and, whether children are from Catholic, other faith or no faith backgrounds, our children develop as respectful, aspirational young people with an excellent attitude to learning, well equipped for the next steps in their learning journey. Copies of the school Admission Policy are available upon request or on the school website.

“St Michael and St John's Roman Catholic Primary School is a welcoming place to be. Pupils are friendly and respectful. They are willing and keen to celebrate others for who they are and who they wish to be. Pupils said that they feel cared for and safe.” (Ofsted July 2023)

“The pupils at Ss Michael and John's are a credit to their school and its community. They behave exceptionally well. They have strong attitudes to learning and have developed an impressive level of confidence, assertiveness and eloquence in the context of kind, respectful and meaningful friendships.” (CSI July 2024)

CONTACT DETAILS:

St Michael & John's RC School
Lowergate
Clitheroe
BB7 1AG

Telephone: 01200 422560

Email: bursar@ssmj.lancs.sch.uk Website: www.ssmj.lancs.sch.uk

Chair of Governors: Mr Mark Evans

Headteacher: Mrs Zoe Mabbott (BEd. NPQH)

Parish Priest: Father Paul Brindle



A Message from the Headteacher

Dear Parents/Carers,

I would like to warmly welcome you to St Michael and St John's RC Primary School. We are very proud to be recognised as an "outstanding" Catholic school by Salford Diocese (July 2024) and a 'good' school in all areas by Ofsted in July 2023. I hope that you find the information in this prospectus and on our school website useful and informative.

St Michael and St John's is a wonderful Catholic Community and our mission statement encompasses our vision for our school with the children at the very centre. All that we do and achieve is underpinned by our distinctly Catholic ethos.

My aim, as Headteacher, is that we work together for the benefit of the whole community, providing a safe, happy and hardworking atmosphere in which all our pupils and staff are encouraged and supported to give their best and make the most of all learning opportunities offered to them within a well-disciplined and nurturing environment. At St Michael and St John's your child will feel valued and their unique qualities and talents will be recognised and celebrated.

Our pupils are wonderful and along with our dedicated staff and governors, make our school a very special place to be. We are very proud of the behaviour, achievements and talents of our pupils who thrive and eagerly embrace all the opportunities that St Michael and St John's has to offer.

Some findings by Salford Diocese (July 2024) when judging the school to be an Outstanding Catholic School.

"St Michael and John's is a Catholic school in which the mission statement is alive and permeates throughout providing outstanding witness to the message of Jesus Christ. This leads to a deeply caring and inclusive climate which is experienced within and beyond the school, especially with the parish where excellent links have been developed."

"The staff team, under the outstanding leadership of the headteacher, are wholly committed and dedicated to their ministry for the children's educational and spiritual growth. They have excellent relationships with the children and the parents and provide a strong capacity for improvement."

"The school provides for the children a deeply nurturing environment, rooted in positive relationships throughout. Pupils feel safe and secure, they thrive in this strong ethos and as one parent commented, 'they just adore the staff who work with them.'"

"Consistently good teaching delivering a well-planned curriculum provides pupils with lessons and learning experiences which are varied and stimulating. Standards are very high and the quality of children's work reflects this. Teachers provide a very positive learning environment allowing pupils to make a valuable contribution to their own learning and that of others with confidence."

“Parents speak with appreciation and acknowledgement of this highly inclusive school, whether long-standing members of the community or new arrivals, whether Catholic or of other faiths, all are made to feel fully part of the school very quickly because of the strong welcome and care provided. A key feature of this is the extent to which pupils and families are recognised and celebrated as unique and special. Everyone is known. This is illustrated by the spontaneous voice of one pupil who said, ‘we all live together as one big family.’”

“Behaviour and attitudes are excellent, not only for learning but throughout the school day. As a result, pupils grow in their ability to express themselves with assertiveness and eloquence. They feel a strong sense of mission and are passionate of both improving themselves and the world they live in.”

“Collective worship at Ss Michael and John’s is outstanding because of the centrality it has throughout the school and the value placed on it throughout the whole community.”

Some findings from Ofsted (July 2023)

“Leaders, staff and governors have high expectations of pupils’ learning and behaviour. This includes those pupils with special educational needs and/or disabilities (SEND). Pupils enjoy their lessons and try their best in all that they do.”

“Pupils behave well during lessons and at social times. They are polite and respectful to each other and to adults.”

“Pupils benefit from a wide range of enrichment experiences. For example, all pupils, from the youngest to the oldest, are invited to enjoy a wide range of clubs, such as science and art. The outdoor spaces are thoughtfully designed to offer pupils the chance to sit quietly and reflect as well as to explore nature and learn how to take care of the environment. “

“Leaders have made considerable improvements to the curriculum since the previous inspection.”

“Leaders have ensured teachers have benefitted from a wide range of curriculum training. This is evident in their strong subject knowledge and the way in which they present learning. Teachers take every opportunity to help pupils recap and remember their previous learning.”

“Leaders have prioritised reading across the school. Pupils love to read. They told inspectors how much they enjoyed listening to their teachers reading to them each day. The inviting and well-stocked library encourages pupils to take books home to read.”

“In early years, skilled staff take every opportunity to engage children in high-quality conversations as they learn and play. Staff extend and develop children’s vocabulary and early language skills.”

“Leaders have successfully adopted a new phonics programme. Staff have been well trained, so that they deliver the programme effectively. Pupils are increasingly

accurate and fluent readers. Reading books are closely matched to the sounds that they know. Pupils who struggle to read are offered timely support.”

“Pupils with SEND access the same ambitious curriculum as their peers. Leaders and teachers accurately identify pupils’ additional needs. They ensure that pupils with SEND receive the support that they need to achieve all that they can. Teachers are well supported to understand the best ways to help pupils with SEND thrive in all aspects of their development.”

“Governors use their wide range of expertise effectively to provide support and challenge for leaders. Staff are proud to work at the school. They appreciate the support that leaders provide for their well-being and workload.”

“Leaders ensure that staff know how to keep pupils safe. Staff and governors have been appropriately trained. They are aware of the risks that pupils may face in school and in the local community. Staff know pupils well.”

It is an honour to be the Headteacher of St Michael and St John’s as we live out our mission statement and continue to move forward, striving for excellence to ensure that all our pupils are the best they can be.

Visitors frequently comment on and praise the caring ethos that exists within our school family. You are very welcome to come and see this for yourself.

We embrace the strong links within our Parish of Our Lady of the Valley and our Church, St Michael and St John’s. We also enjoy close links with St Augustine’s High School. Our children are given regular opportunities to explore their spirituality through whole school Masses, class Masses, liturgies and assemblies.

I believe that providing the best education relies very much on an active partnership between home, parish and school. We send home regular information such as newsletters and parent emails to keep our families informed and we are continually updating our website. Our school has an ‘open door policy’ and if you have any queries or concerns about any school related matter, then please do not hesitate to contact your child’s Class Teacher, the Deputy Headteacher or myself either by speaking to us informally in the playground, by email or by telephone. You can also make an appointment to speak to any member of staff at a mutually convenient time, our administrative staff will be happy to arrange this for you.

As a parent I know how important it is to feel confident that your children are in a happy, safe place that will enable them to become citizens we can all be proud of.

If you are a parent/carer I thank you for choosing our school for your child. I look forward to working with you in the years to come and if I can be of any assistance, please do not hesitate to contact me.

Kind regards,

Mrs Z M Mabbott

Headteacher

School Organisation

The School is organised into six teaching groups from Foundation Stage through to Year 6. There are approximately 133 children in the school. The class teachers are supported by teaching assistants with further support provided for those children who may have an additional learning need. The staffing within school for the current academic year is given below:

Teaching Staff

Mrs Zoe Mabbott (Headteacher)

Mrs Ann Russell (Acting Assistant Headteacher & EYFS Teacher)

Mrs Olivia Whyman (Year 1/2 Class Teacher)

Miss Imogen Parkinson (Year 3/4 Class Teacher)

Mr Andrew Currid (Year 4/5 Class Teacher)

Mr Marc Duckworth (Deputy Headteacher & Year 6 Class Teacher)

Mrs Ishrat Younis – PPA cover for teachers

Teaching Assistants/Welfare staff

Mrs Claire Canavan

Mrs Louise Brown (+ welfare)

Mrs Helen Turner (+ welfare)

Mrs Amy Young (Welfare)

Ms Nicola Brindle (+ welfare)

Miss Amber Mabbott

School Office

Mrs Joanne Holmes (School Business Manager)

Mrs Charlotte Davies (School Admin. Assistant)

Governors

Mrs Z Mabbott (Headteacher)

Mr M Evans (Chair/Foundation)

Father Paul Brindle (Foundation)

Mrs A Greenwood (Foundation)

Mrs A Rowley (Foundation)

Mrs D Clucas (Foundation)

Mrs K Downes (Foundation)

Mrs C Juriansz (Foundation)

Mr S Stell (Parent)

Vacancy - Parent Governor)

Mrs O Whyman (Staff)

The School Day

It is requested that for safety reasons, children should arrive at school no earlier than 8.45am - the playground will be supervised from this time.

8.45am	Teacher on duty stays on the playground. Children enter straight into school
8.55am	Registration
10.20 - 10.35am	KS1 Break
10.50 – 11.05am	KS2 Break
12.00 - 1.15pm	KS1 Lunch
12.15 - 1.15pm	KS2 Lunch
Flexible Break	KS1 only
3.20pm	Home time (EYFS only)
3.30pm	Home time

School Aims & Mission Statement

St Michael & St John's RC Primary School, whilst celebrating and benefitting from our Catholic heritage and traditions, is a vibrant, dynamic and enterprising learning community. Our life as a school family is underpinned and inspired by core Christian values that define our mission, identity and vision.

Following the example of Jesus, together we learn, love and respect one another, to be the best we can be.

Learn... We encourage our children to achieve their true potential and to take full advantage of all opportunities offered to equip them for their spiritual and educational journey.

Love... We believe that each child is a unique creation belonging to God and made in His image. We want our children to recognise this, as they develop their self-esteem and build relationships.

Respect... We support our children in appreciating their individual talents and in valuing the gifts given to others. We encourage the children to recognise that they are all equally valued within school and the wider community.

Our School Vision/Intent Statement:

Within an excellent nurturing ethos and caring community, driven by our Mission Statement and Catholic values, we demand the highest expectations from all and for all. Through an inspiring and relevant curriculum our children of today become equipped with the knowledge and skills to be successful and valued future citizens of tomorrow.

In return we expect each child to give his or her best!

Learners of today, leaders of tomorrow.

What to do if.....

My child is late for school

For safeguarding reasons, you will need to bring your child into the front office and sign them in using the tablet. You can then hand your child over to a member of staff. If the office is unmanned, please ring the buzzer and wait for a member of staff to come down to collect them. Please do not leave your child in the front office unsupervised.

My child is too sick to attend school

Contact the school by telephone (01200 422560) as soon as you know your child will be absent. Please leave a message on the answerphone stating the reason for their absence.

It is the school's decision whether or not to authorise an absence – **Documents are required for medical appointments.**

I am going to be late collecting my child from school

Notify school that you have been delayed (01200 422560). Your child will then be brought to the school office where they will await collection. Please identify yourself to an adult when you arrive to collect your child. If you are going to be more than 15 minutes late, your child will be booked into the after school club which you will be required to pay for.

Should you wish anyone else to collect your child please notify the school, you may be asked to provide a password for the adult collecting, to say to the teacher, before handover (usually only for younger children if the person is not known to the school).

My child is unhappy about an aspect of school life

- Try to establish what it is that is causing your child concern.
- If appropriate please contact school to arrange an appointment with your child's class teacher – the teacher will see you the same day if at all possible.
- If necessary, further meetings may be arranged if the problem remains unresolved or you are welcome to make an appointment with the Deputy Headteacher or the Headteacher.

My child has asthma or a medical condition and may require treatment

- If your child uses an Asthma inhaler this should be with them at all times. The spray dispenser should have your child's name written on it for ease of identification and children should be aware of how to self-administer. The bursar will provide you with an asthma form to fill in so that we have all the necessary details about your child's asthma.

- If a child is unable to self-administer, written permission and clear instructions of dosage etc. should be provided at the school office. Please collect a form from the Reception area or the office for this purpose.
- If a (larger) spacer is required, this may be stored in school by arrangement (please label with child's name)
- The school **MUST** be made aware of any medical condition requiring special treatment particularly severe allergies which may be triggered in school. A care plan will be drawn up between the family, school and medical agencies to ensure all are aware of the appropriate day to day action.
- Some children require antibiotics to be taken **FOUR** times a day. In these instances only, the school will, on completion of the appropriate form, administer one dose at lunchtime. There should be no need for this where the medicine is prescribed for three times per day as this can be accommodated outside of school time.
- Medicines must not be sent into school with your child. They need to be handed in at the office where information will be logged and they will be stored securely. Staff cannot administer medicines unless the appropriate paperwork has been completed by the parent/carer.
- Medicines such as pain relief (eg. Calpol/Ibuprofen) should **not** normally be sent into school. If a child requires medicines of this nature, please discuss this with school.

My child is taken ill or has an accident at school

The school will always contact families when a child is unwell or injured at school. Please ensure that the school has up to date contact details, and **at least 2 contacts**. This is particularly important with mobile telephone numbers which are often changed on a regular basis.

I want to book a holiday during term time

- This is not usually permitted, however, you should complete a Leave of Absence form available from the school office. **This must be requested in advance.**
- Headteachers are only permitted to authorise leave during term time '*in exceptional circumstances only.*' Examples of exceptional circumstances are few and far between and additional evidence and/or documentation will be requested.
- All absences do count against the school and we are held to account for all absences during term time.
- In accordance with our School Attendance Policy governors may issue fines. Please see our Attendance Policy which is located on the schools webpage or by clicking this link - <https://primarysite-prod-sorted.s3.amazonaws.com/st-michael-and-st-johns-roman-catholic-primary-school/UploadedDocument/e68a2e84-7fcf-49fd-88d9-e4a0c62645f5/attendance-policy-september-2023.pdf>

School Meal Provision

The School has a kitchen on site which offers a choice of healthy options every day. Children in EYFS, Year 1 & Year 2 are entitled to a free school meal daily. A school meal costs £2.90 per day (£14.50 per week) payable in advance. Parents use the Parent Pay facility to select and pay for meals in advance. Children's meals **MUST** be prebooked using this system. The Local Authority does not allow credit terms for school meals. Some children choose to have a school meal on certain days of the week whilst bringing a packed lunch on the other days. Finally, some children bring a packed lunch from home every day.

Please do not send sweets or fizzy drinks into school as part of a packed lunch as these are not allowed. It is important that you contact the school, so we can inform the Cook, if your child has any food allergies. She will do all in her power to make the necessary provision and the school alongside the school nurse will create a care plan if required.

Egg /Nut free school

Due to some children with severe egg and nut allergies we are an egg/nut free school. The kitchen provides meals without eggs and we ask that children do not bring in eggs or nuts for lunch or snack. If they do, we request that a member of staff is informed to reduce any risk of contact.

School Milk

All children are entitled to school milk each day. For children aged 5 or over there is a charge, under 5's receive free milk. Parents order and pay for school milk directly via Milk4Life.

All children have access to water and are encouraged to bring a small plastic bottle which they can fill, when required, with water. Please do not send in juice or flavoured water.

Free School Meals

Presently all infant children are entitled to a free hot school meal (UiFSM), however, if you think your child might be entitled to receive free school meals (FSM), please contact the East Education Office (01254 220747 or FSM.East@lancashire.gov.uk) or call in at the school office. Please do not hesitate to claim your entitlement, as school receives additional funding which will benefit your child for example by paying for them to attend trips/visits/clubs.

School Uniform

The school uniform is as follows:



- ✓ White long/short sleeved collared shirt
- ✓ Tie
- ✓ Dark Grey trousers or shorts
- ✓ Dark grey pleated skirt or pinafore
- ✓ Wool piped jumper or cardigan with school badge
- ✓ Grey socks for boys
- ✓ White or Grey ankle/knee socks for girls/or Grey tights
- ✓ Plain black shoes (no fashion motifs)
- ✓ Summer dress – green gingham
- ✓ Green book bags are also available

PE Kit

The children wear a t-shirt in the house colours as follows:

- Whalley - Red
- Bolton - Blue
- Fountains - Green
- Sawley - Yellow

With navy shorts, white socks and black pumps. A white t shirt is acceptable if you have difficulty sourcing the coloured ones. Children will be expected to do PE outside as long as weather is safe and they are dressed appropriately. For this they will need an outdoor kit to be kept in school. Black joggers or leggings and a black hoodie or jacket. No sports/designer names. All uniform may be purchased from:

Grays Schoolwear
22 Lowergate
Clitheroe
BB7 1AD

Abbey Street Shopping Centre
T/A VIJ Brothers
2-4 Abbey Street
Accrington
BB5 1EB

Ribble Valley Supplies
Bank House, Harris Court
Wellgate
Clitheroe
BB7 2DP

Jewellery and Hair Styles

Jewellery should not be worn in school. Girls with pierced ears should wear studs which they must be able to remove unaided for PE lessons. Nail varnish should not be worn and hair styles should be appropriate for school. Hair colours, hair gel or shaving are not permitted. Hair accessories such as bobbles or headbands are permitted, but no 'Jo Jo bows or large hair pieces. The school uniform and PE policies are available on the school website. No jewellery of any kind should be worn during PE for Health & Safety reasons.

Performance Data

Age related Expected Standard 2025

One measure which the DFE uses, is the percentage of pupils attaining Age Related Expectations (the broad, nationally expected level for 11 year olds) or more by the end of Year 6 in Reading, Writing and Maths.

KS2 Achieving Expected Standard:

	SSMJ	National
Reading	71%	75%
Writing	71%	72%
Maths	75%	74%
Grammar, Spelling and Punctuation	71	73
Reading, Writing and Maths Combined	57%	62%

High Expectations 2024

At SSMJ we pride ourselves on giving children those further challenges:

KS2 Achieving High Standards:

	SSMJ	National
Reading	32%	33%
Writing	7%	13%
Maths	21%	26%
Grammar, Spelling and Punctuation	7	29%
Reading, Writing and Maths Combined	7%	Not published yet

Average Scaled Score 2024

A scaled score (of 100) is calculated across the tests:

	SSMJ	National
Reading	105	106
Maths	104	105
SPAG	102	106

The DFE website places school data in School Performance Tables and these are accessed through the following link: www.education.gov.uk/

Parental Contributions to School Activities

Each term school activities are arranged for which a voluntary contribution is sought from parents. A voluntary contribution is exactly what it says and no child will be discriminated against if a contribution is not forthcoming. No child will ever be left out of any such activity. In the event of there being insufficient funds for the activity to take place, the school would seek to review the nature of the activity in order to make it viable. Clubs will only be cancelled as a last resort.

The school has a PTA, the 'Friends of St Michael & St John's' Organisation which often subsidises school events, trips and activities. They plan exciting and enjoyable events which raise funds for school to purchase items such as iPad and picnic tables. The Friends welcome new ideas, support and new members. We are also able to liaise with the St Vincent de Paul Society (SVP) of the Parish which works to support families who may, from time to time, be experiencing financial or other forms of hardship. Families are encouraged to contact the Headteacher (in confidence) if they feel they might benefit from contact with the SVP or if they feel the school could help in any other way. In addition to the above sources of support the school budget includes an element of funding under the category of 'Pupil Premium'.

Pupil Premium

This funding is used by the school to ensure full curriculum access and support for those pupils whose families may be experiencing financial hardship. The school allocation is based upon the number of children in receipt of Free School Meals and for the financial year 2022/23 amounted to £32,790. This funding is used in a variety of ways including increasing Teaching Assistant allocation to deliver targeted support programmes, direct funding of residential and out of school trips, support for extra-curricular music tuition and emergency financial support for families. The impact of this support is measured by comparing pupil progress and performance of an identified group against that of the school population as a whole. Families receiving Free School Meals will be provided with financial support for all curriculum matters where a cost may be incurred e.g. trips, music tuition, after school clubs etc. Other families experiencing financial difficulties should approach the Headteacher, in confidence, as these funds may be available to support your child's education.

Information for Parents in Conclusion

We pride ourselves on our strong and effective partnerships with parents and look forward to working with you.

Parents are encouraged to contact school in the event of any concerns or queries, however insignificant they may appear. The first point of contact is The Bursar, Mrs Holmes, in the school office, who will be able to direct you to the appropriate person. The email is bursar@ssmj.lancs.sch.uk. Whenever possible, an appointment will be made on the same day. Parents also have daily contact with teachers through various computer tools such as Dojo that the school uses. If you would like to contact the Headteacher directly, please telephone the school. If the Headteacher is unavailable, an appointment will be made for you.

The school website www.ssmj.lanacs.sch.uk is updated on a regular basis and is a good source of information. There are weekly newsletters and these are sent home every Friday via teachers2parents. This ensures the newsletter arrives home as soon as it is sent out.

Our School X (Formerly Twitter) @ssmjclitheroe and Facebook page (ssmjheadteacherclitheroe) are also an excellent source of communication and a place where we share news, please see links at the bottom of this page.

The school continually seeks the views of parents and pupils for example through questionnaires and the results of these are used to identify areas for future development. Ofsted also seek parental views on the school and you are encouraged to use the link below if you wish to express your views.
<http://www.parentview.ofsted.gov.uk/>

Written reports are sent out termly with a final end of year report in July. Parents also have the opportunity to discuss their child's progress at two parental consultation evenings each year. The meetings usually take place in October and March. More frequent meetings are available for parents should they wish to speak with a member of staff about their child.

The school is inspected by Ofsted and by the Diocese of Salford. The latest Ofsted Report and Salford RE Report are available using the link on the school website. Hard copies are available from the school office.

Finally, I would like to thank you for choosing St Michael & St John's RC Primary School for your child. We look forward to working in partnership with you to provide the best possible education for your child. If you would like any additional information, please do not hesitate to contact us.

Mrs Zoe Mabbott
Headteacher