

St. Paul's Catholic Primary School

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Headteacher: Mrs M Sewell

Wednesday 26th August

Dear Parents,

WELCOME TO ST. PAUL'S CATHOLIC PRIMARY SCHOOL

We hope your child enjoyed the induction days and is looking forward to joining us in September.

Your children will have an opportunity to visit on Thursday 3rd and Friday 4th September for short transition visits to become familiar with school and the staff.

The first day of term for the children will be **Monday 7th September**. For the first two weeks, the reception children will be attending mornings only. The school day will start with staggered times, 8.40, 8.50, 9.00am and you have already received the information as to which group your child is in. **All the children are to be collected from the school hall doors (please wait by the key pad entry gate to be let in) at 12.40, 12.50 and 1pm. Please ensure you are on time.**

The children will attend full time (8.50am – 3.30pm) from Monday 21st September.

As you are aware, all Reception (and Year 1 and 2) children are entitled to a free school meal from September. If you would prefer, you may send a 'packed lunch' brought from home, children will eat altogether in their classroom. Please provide a water bottle (no squash or fizzy drinks please)

For the first two weeks your child comes into school, you will need to indicate your child's menu choice to the member of staff welcoming them. **You will need to do this every morning** until your child attends full time. Hopefully, by then, your child will be able to tell the teacher themselves what they are having for lunch during morning registration.

This simple phasing in will help your child become more accustomed to the rigors of school life. **From Monday 21st September, the expectation is that all children will attend full time.** However, if you feel your child would benefit from further part time attendance you will need to arrange this with Mrs Fry (Reception Class Teacher). Likewise, Mrs Fry will contact you directly if it is felt that your child would benefit from a longer transition. The needs of the child come first and you will be better placed to understand how they are coping only at that time. Our experience shows that most children are happy to stay all day at the earliest opportunity.



'Raising God's Children to Distinction'



Reception children will enter school via the black gate of their play area. We will welcome your child at the gate and take them from you into the classroom.

Mrs Fry and Mrs Clayson/Mrs Williams (Teaching Assistants) will be able to take any messages or last minute questions but **please try to keep the mornings for important issues only as obviously this is a busy time.** Mrs Fry will be available at the end of the school day if you need extra time to discuss any issues or concerns.

If your child is a little tearful, try and remain upbeat as this will help your child relax and feel less anxious. Saying 'Goodbye' in the mornings can be an unsettling time so please try to be calm and confident that Mrs Fry and Mrs Clayson/Mrs Williams will take good care of your child.

The children soon gain confidence in what is expected of them and very quickly get used to the morning routine for the start of their day, with a happy face and the taking of the registers.

If you have any queries next term, please do not hesitate to speak to either Mrs Fry or Mrs Clayson/Mrs Williams in the first instance or myself.

Please never let any issue trouble or concern you without dealing with it sooner rather than later.

Yours sincerely

Maxine Sewell
Head Teacher

A – G Group 1 8.40am to 12.40pm

H – O Group 2 8.50am to 12.50pm

P – Z Group 3 9.00am to 1.00pm