



St Thomas of Canterbury School Newsletter

Week ending Friday 11th July 2025

Dear Parents and Carers,

It has been a very busy week in school with four classes out on trips and these last few days look equally as full. With the end of the year now quickly approaching, I felt it would be a good time to share reminders about uniform, attendance etc ready for September.

Uniform

As you will have seen, we have our school uniform policy in the newsletter every week on the 2nd page. However, we would like to highlight our policy as we have noticed that we have some pupils not coming to school in full uniform. Please see the 2nd page to remind yourself of what we expect pupils to wear to school.

Attendance and Punctuality

Attendance and punctuality are something that the DFE, our LEA and our school take very seriously as persistent absence and lateness can impact both on a child's academic performance and their mental health. The school day begins at 8.45.

Our gates will open at 8:35.

The main gate is closed at 8.55 to allow children who start their day in The Hive (our IR) access to school through the office. Any child who arrives after 8.45, when the KS1/EYFS and the KS2 side gates are closed but before the main gate is shut at 8.55, will be classed as late for registration. Entry to school after 8.55 but before 9.30 is classed as late after registration has closed. Any latecomers after

9.30 are classed as having an unauthorised absence for the morning. This is in line with the LEA and National guidance.

Behaviour Policy

The behaviour policy has evolved each year and our most recent policy, attached to this newsletter, has included Golden Time, Dojos and the new behaviour book which we use as a record of children who have needed support in following our core values. We trialled the use of this book over the last term and, following positive results, have now included it in this policy.

Have a lovely weekend everyone - please keep cool if you can!

God bless

Mrs Clements

School Calendar

Tues 15th July – Y6 Hindi Mandir visit

Weds 16th July – Pre-School Family Fun Day (Pre-school closed)

Weds 16th July – Y3 & Y5 Synagogue Visit

Weds 16th July – 19:00 Year 6 Leaver's Show at Meadowhead

Fri 18th July – Whole School Sports day at EIS

Mon 21st July – 18:00 Y6 Leaver's Mass at Church

Tues 22nd July – Last day of School Year

Tues 22nd July – 14:30 Year 6 Leaver's Assembly

Weds 23rd July – Inset Day (No pupils in school)

2025-26 dates for the diary

Mon 1st Sept – Inset day (No pupils in school)

Tues 2nd Sept – Inset Day (No pupils in school)

Weds 3rd Sept – Pupils return to school (staggered start for Reception pupils)

Mon 15th Sept 16:00 – Bookings open for Autumn 2 Breakfast & Afterschool club bookings

Tues 30th Sept – Fri 3rd Oct – Book Fair

Weds 8th Oct – Individual & Sibling Photos

Tues 21st Oct 16:30 – Reception 26 prospective parent open afternoon

Weds 22nd Oct 13:30 – Reception 26 prospective parent open afternoon

Mon 27th – Friday 31st October

Half Term break

Mon 3rd Nov – Pupils return to school

Mon 10th Nov 16:00 – Bookings open for Spring 1 Breakfast & Afterschool club bookings

Hive playground

We have noticed that some younger children are playing in the Hive playground at the end of the day, causing some damage to equipment and requiring staff to tidy the area again. We have explained to our children that this area is only for children who access the Hive and would be grateful if you would reinforce this message at pickup time.

Great North Run Fundraising for SUDC UK

One of our parents is running the Great North Run in September to raise money for SUDC UK, Sudden Unexplained Death in Childhood. Please follow the below link to find out more and make a donation:

<https://shorturl.at/FlgGy>

Uniform

White or red embroidered polo shirt

- Red embroidered school sweater (round neck) or cardigan
- Red gingham dress
- Black trousers, black skirt or black pinafore dress
- In warm weather, black formal shorts, just above the knee, may be worn.
- Black leather fitted school shoes
- White or black socks or black tights

PE Kit

- Black shorts
- White or red embroidered round neck t-shirt
- Black jogging bottoms
- Grey embroidered hoodie
- Trainers for games

One stud earring may be worn in each ear as long as this can easily be removed by the child for PE but no other jewellery. Makeup, including nail varnish, may not be worn.

Children may wear a watch for school if they wish. Children may not have lettering, lines or other designs in their hair. We also ask that, for health and safety reasons, long hair is tied back.

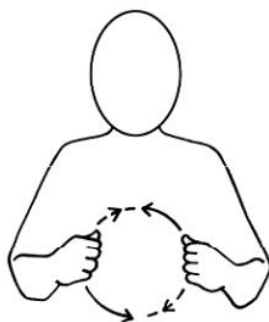
Due to the weather, if children are wanting to play football/sports on the field, they must bring change of shoes.

Makaton Sign of the Week

This week's sign is **Car**.

Please click this link to see how it is done!

<https://youtu.be/0sygtsFb4iY>



Whole School Attendance

Class	Last Week	This Week
Year 1	97%	98.9%
Year 2	98.1%	96.9%
Year 3	95.4%	93.8%
Year 4	99.7%	98.7%
Year 5	96.3%	99.7%
Year 6	94.7%	92%

My Clothing School uniform discount

Please see the below discount code for MyClothing.com

<https://myclothing.com/>

Code = INTAKE10

Expires = 31/07/2025

School Dinner price increase from September

For the past few years, we have used some of our budget to subsidise the annual increase to the cost of a school meal. This year, school budgets are tighter than ever and we have had to make the difficult decision not to cover the increase in prices ourselves. This will mean that the price of school meals for the KS2 children and the pre school children from September 2025 will be as follows

KS2 = £2.95 per meal

Pre school = £2.65 per meal.

We apologise for any extra burden this may place on our families at this very trying time. If you think that you could be entitled to free school meals then please contact the office or follow the below link:

<https://www.sheffield.gov.uk/schools-childcare/school-meals>

Absence due to illness

After a review with our Attendance Worker from Sheffield City Council, it has been brought to our attention that, although our overall attendance figures are very good, many of our absences are for 'low level illness' such as coughs and colds.

Going forward, if you call school or leave a voicemail to report your child's absence, we ask that you please explain the illness your child has and the symptoms they are showing. As part of our duty of care, we need this information to both safeguard staff and other children from any possible exposure to infections, and also to confirm how long your child should be absent. For example, if your child has sickness and/or diarrhoea, they need to be absent for 48 hours after the last bout of illness. On some occasions, it might be that, through our conversation, we advise that your child is actually well enough to attend school. Often, children feel much better once they are with their friends and engaged in their learning.

If you are unsure if your child is well enough to be in school, please refer to the below NHS guidance:

<https://www.nhs.uk/live-well/is-my-child-too-ill-for-school/>

As part of our duty of care, we will be carrying out a 'spot check' home visit to some families if their child is off sick. This is to see how we can support in enabling children to return to school.

Summer Term PE Days

Reception	Friday AM
Year 1	Monday PM & Thursday AM
Year 2	Monday PM & Thursday AM
Year 3	Tuesday AM & Thursday PM
Year 4	Tuesday AM & Wednesday AM
Year 5	Tuesday PM & Thursday PM
Year 6	Monday PM & Thursday AM

AM - children come to school in their PE kit and bring their uniform to change into.

PM - children should come dressed in their uniform, with their PE kit to change into.



A Safeguarding Policy Front Sheet

Name of Education Setting: St Thomas of Canterbury School Academic Year 2024 - 2025

We all have a statutory duty to **"safeguard and promote the welfare of children,"** (*Working together to safeguard children, DfE 2015, page 5*)

If you have any concerns about the health and safety of a child or young person at this education setting or feel that something may be troubling them, you should share this information with an appropriate member of staff straight away.

Some issues such as a child's appearance, hygiene, general behaviour, can be shared with any teacher or member of support staff in this setting. Do not worry about reporting small matters – we would rather that you tell us things which turn out to be small than miss a worrying situation.

However, if you think that a child, a young person or an adult who cares for them has been or might be harmed, please talk to one of the people below immediately.

You can ask any member of staff to find them and ask them to speak to you straight away about a confidential and urgent matter.

The people you can talk to are:



Our Designated Safeguarding Lead is:

Name: Mrs L Clements

Their office is located next to the school office.

Their tel. no / mobile no is 01142745597



Our Designated Safeguarding Deputy for under 5's is:

Name: Mrs R Hanson

Their office is located next to the school office.

Their tel. no / mobile no is 01142745597



Our Designated Safeguarding Deputy is:

Name: Ms D Swain

Their office is located next to the school office.

Their tel. no / mobile no is 01142745597



Our Designated Safeguarding Deputy is:

Name: Mr M Richardson

Their office is located next to the school office.

Their tel. no / mobile no is 01142745597

An allegation or disclosure involving someone working with children in a paid or unpaid capacity **must** be reported directly to the Head Teacher, Principal or Senior Manager, unless it involves them or the Deputy Head Teacher and then it should be reported directly to the Chair of the Governing Body or Management Committee.



The Safeguarding Children Team in your setting includes:

Head of School/ Executive Head: responsible for implementing policies & procedures, allocating resources to the safeguarding team & addressing staff safeguarding concerns.

Name: Mrs L Clements (Headteacher)

Tel no: 01142745597

Designated Safeguarding Lead (DSL): a member of senior leadership team responsible for addressing safeguarding issues, providing advice & support and liaising with the local authority & other agencies.

Name: Mrs L Clements (Headteacher)

Tel no: 01142745597

Designated Safeguarding Deputy (DSD): a teacher or support worker (not admin or finance worker) who works with and covers for the DSL role above.

Name: Ms D Swain

Tel no: 01142745597

Name: Mr M Richardson

Tel no: 01142745597

Name: Mrs R Hanson

Tel no: 01142745597

Special Educational Needs Coordinator (SENCo): provides advice, liaison & support for staff & agencies working with pupils with special education needs & disabilities and their families

Name: Miss L McKay

Tel no: 01142745597

Learning Mentor (or equivalent): supports pupils to reach their full potential by addressing their behaviour, attendance, achievement, timekeeping, homework and some safeguarding issues

Name: Ms D Swain

Tel no: 01142745597

Looked After Children (LAC) Designated Teacher: promotes the educational achievement of 'looked after' children and young people by helping staff understand issues that affect how they learn and achieve

Name: Miss L McKay

Tel no: 01142745597

E-Safety Coordinator: develops and maintains an e-safe culture within a setting

Name: Mr M Richardson

Tel no: 01142745597

Child Sexual Exploitation (CSE) Lead: develops and maintains policies & staff awareness of CSE, the Sheffield Safeguarding Children Board responsibilities and the Sexual Exploitation Service key priorities

Name: Mrs L Clements

Tel no: 01142745597

Your Safeguarding Children Team also links with the:

Safeguarding Governor: helps the Governing Body to have safeguarding policies & procedures in place, ensures they are followed and addresses general safeguarding issues that staff and parents raise

Name: Mrs B Popplewell

Email: b.popplewell@st-tc.co.uk

Tel no: 01142745597

Chair of Governors: addresses allegations of abuse made against the Head Teacher (and other members of staff when the Head Teacher is not available), liaises with the Local Authority; and works with the Head to ensure safe recruitment practices

Name: Mrs Judith Wilde

Email: chairofgovernors@st-tc.co.uk

Tel no: 01142745597

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ST THOMAS OF CANTERBURY SCHOOL

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Pre-School

Places still available for September 2025 for 3- and 4-year old's



Children benefit from access to an extensive outdoor learning environment which is zoned to reflect the areas of learning within the early year's curriculum.

St Thomas of Canterbury Pre-school is for 3 and 4-year-old children. This newly established and purposeful environment provides a stepping stone into developing key skills that will make children confident learners in preparation for starting school. We value the importance of learning being exciting, new and innovative, creating opportunities for children that will inspire them to be lifelong learners.

Phonics and numbers are taught through adult led sessions. By the end of Pre-school, we hope children will be secure in their knowledge of numbers to 5 and their initial sounds.

For information about session times, application forms and our nursery admission policy, please visit the school website at www.st-tc.co.uk/our-nursery

Our outdoor space with a growing garden, extensive woodland, a mud kitchen, a giant sandpit with climbing equipment and a play house.



CONTACT US

Tel: 0114 2745597

Email: enquiries@st-tc.co.uk | Web: www.st-tc.co.uk

Class blog: <https://stthomasofcantpreschool.wordpress.com>

St Thomas of Canterbury School, A Catholic Voluntary Academy, Chancet Wood Drive, Sheffield, S8 7TR

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sheffield.gov.uk/schoolmatters

Penalty Notice Fines for School Attendance are Changing!

With the introduction of the new National Framework for Penalty Notices, the following changes will come into force for term time leave taken and irregular attendance.

Per Parent, Per Child

Penalty Notice Fines will now be issued to each parent, for each child that was absent.

For example: 3 siblings absent for term time leave, would result in each parent receiving 3 separate fines.

5 consecutive days of term time leave

Penalty Notice Fines will be issued for Term Time Leave of 5 or more consecutive days. Where there is 4 days of absence during a week where there is also a training day, a penalty notice may still be issued.

10 sessions of unauthorised absence in a 10-week period

Penalty Notice Fines can also be considered when there have been 10 sessions of unauthorised absence in a 10-week period.

First Offence

The first time a Penalty Notice is issued (after 19th August) for Term Time Leave or Irregular Attendance this will be considered the first offence, and the amount will be:

£160 per parent, per child paid within 28 days.

Reduced to £80 per parent, per child if paid within 21 days.

Second Offence (within 3 years)

The second time a Penalty Notice is issued for Term Time Leave or Irregular Attendance the amount will be:

£160 per parent, per child paid within 28 days.

Third Offence and Any Further Offences (within 3 years)

The third time an offence is committed for Term Time Leave or Irregular Attendance a Penalty Notice will not be issued, and the case will be presented straight to the Magistrates' Court. Magistrates' fines can be up to £2500 per parent, per child.

Cases found guilty in Magistrates' Court can show on the parent's future DBS certificate.