



# St Thomas of Canterbury School Newsletter

Week ending Friday 14<sup>th</sup> March 2025

Dear parents and carers,

This week has been our first full week of Lent and Y5 have already begun preparing the Passion Play ready for Holy Week. In the coming weeks, all of our KS2 children will be visiting Church to take part in Stations of the Cross and, as a school, we will be thinking about our role as Pilgrims of Hope.

We have also been very busy in school celebrating British Science Week! There have been a huge variety of activities happening, with teachers planning extra investigations and also volunteers coming in to school to share their work and experience with our children. Thank you so much to those of you who gave up your time to come in to school. You may know that, before returning to St Thomas of Canterbury, I was science subject leader at St Wilfrid's Primary School for twenty years. It has been a real pleasure for me to see the children so excited about science and seeing why it is such an important subject. Their connection with science at a young age is essential as children make huge decisions about whether science is for them or not before they leave primary school. I truly hope that this week has inspired our pupils to go on to work in or study science beyond secondary school. Maybe they will share their experiences with the next generation of St Thomas' children.

Have a lovely weekend everyone  
God bless  
Mrs Clements

## Toys in School

Just a reminder that toys and cards are not allowed in school. If you feel that your child needs a fidget toy from home to support their learning, please contact Miss McKay, our SENCO to discuss this. [senco@st-tc.co.uk](mailto:senco@st-tc.co.uk)

## Staffing Update

As you will be aware, Miss McKay has recently taken on the role of SENCO in school and this has meant that she has had to reduce some of her teaching commitments in Y6. We are very grateful to Mrs Bruce who has stepped in to cover at short notice and provide continuity for the children.

For the summer term, Miss McKay will continue to be the Y6 teacher for 2.5 days per week and will job share with Mr Richardson. Miss McKay's days in class will be Monday, Tuesday, and Friday morning. Mr Richardson's days in Y6 will be Wednesday and Thursday. Mrs Bruce will continue to support the class with their learning in addition to teaching them on Friday afternoons.

In Y5, Mrs Murray's working days will be Monday-Thursday. Mr Richardson will continue to have the class on Fridays and it is anticipated that he will take them into Y6 with Miss McKay.

## School Calendar

**Tues 18<sup>th</sup> Mar** - 15:30 – 17:45 Parents Evening  
**Tues 18<sup>th</sup> Mar** – Year 5 Swimming Lesson  
**Fri 21<sup>st</sup> Mar** – 09:00 Year 1 Class Assembly  
**Tues 25<sup>th</sup> Mar** – Y2 & 3 Greatest sports Carnival  
**Weds 26<sup>th</sup> Mar** – Y6 Sheffield University Science Visit  
**Thurs 27<sup>th</sup> Mar 16:00** - St Wilfrid's v St Thomas of Canterbury football match

**Monday 31<sup>st</sup> – Friday 11<sup>th</sup> April**

## Easter Holidays

**Mon 14<sup>th</sup> April** – Pupils return to school  
**Thurs 17<sup>th</sup> April** – Easter Egg Decorating Competition  
**Fri 18<sup>th</sup> April** – Good Friday (No pupils in school)  
**Mon 21<sup>st</sup> April** – Easter Monday (No pupils in school)  
**Tues 22<sup>nd</sup> April** – 16:00 Summer 2 Breakfast/Afterschool Club bookings open  
**Fri 2<sup>nd</sup> May** – 09:00 Reception Class Assembly  
**Mon 5<sup>th</sup> May** – Mayday Bank Holiday (No pupils in school)  
**Fri 9<sup>th</sup> May**- Year 3 trip to Creswell Crags  
**Mon 12<sup>th</sup> – Thurs 15<sup>th</sup> May** – **SATS Week**  
**Fri 16<sup>th</sup> May** – Year 1 & 2 Trip to Yorkshire Wildlife Park  
**Fri 16<sup>th</sup> May** – School Disco  
**Weds 21<sup>st</sup> – Fri 23<sup>rd</sup> May** – Year 6 Residential

**Monday 26<sup>th</sup> – Friday 30<sup>th</sup> May**

## Spring Bank Half Term

**Mon 2<sup>nd</sup> June** – Pupils return to school  
**Sun 8<sup>th</sup> Jun** – Summer Fair  
**Mon 16<sup>th</sup> June** – Class Photos  
**Weds 18<sup>th</sup> – Fri 20<sup>th</sup> June** – Year 5 Residential  
**Mon 23<sup>rd</sup> June**- 14:15 Y3 & Y6 Open Afternoon  
**Tues 24<sup>th</sup> June** – 14:15 Y2 & Y4 Open Afternoon  
**Weds 25<sup>th</sup> June** - 14:15 Y1 & Y5 Open Afternoon  
**Mon 7<sup>th</sup> July** – 16:00 Autumn 1 Breakfast/Afterschool Club bookings open  
**Weds 16<sup>th</sup> July** – Pre-School Family Fun Day (Pre-school closed)  
**Fri 18<sup>th</sup> July** – Whole School Sports day at EIS  
**Tues 22<sup>nd</sup> July** – Last day of School Year  
**Tues 22<sup>nd</sup> July** – 14:30 Year 6 Leaver's Assembly  
**Weds 23<sup>rd</sup> July** – Inset Day (No pupils in school)

## Parking at Chancet Wood Children's centre

We've been made aware that some of our parents have been parking in the limited spaces in the Children's Centre car park. Please can we ask that you do not park in their as their spaces are limited and they also have to accommodate a number of wheelchair accessible vehicles and these spaces need to be available to people using the centre.

## 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.

## 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:

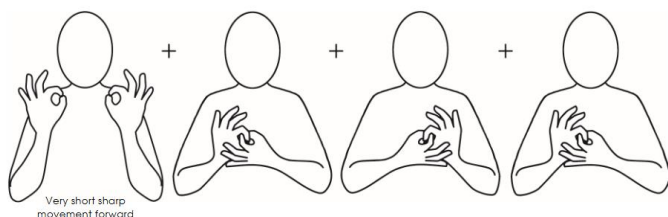
<https://www.nhs.uk/live-well/is-my-child-too-ill-for-school/>

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.

## Makaton Sign of the Week

This week's sign is **Special Olympics**.  
Please click this link to see how it is done!

<https://youtu.be/Vb5by9f6LM>



## Whole School Attendance

Class	Last Week	This Week
Year 1	98.1%	98.1%
Year 2	100%	93.8%
Year 3	92.6%	91.5%
Year 4	100%	100%
Year 5	98%	98%
Year 6	96%	95%

## Spring Term PE Days

Reception	Friday AM
Year 1	Monday PM & Friday PM
Year 2	Monday AM & Thursday AM
Year 3	Tuesday AM & Thursday PM
Year 4	Tuesday AM* & Thursday PM
Year 5	Tuesday PM* & Thursday AM
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.

**\*Swimming lessons will replace PE lessons on applicable days (see school calendar for dates).**

# CALENDAR OF EVENTS 2025



17  
APR



EASTER EGG  
COMPETITION

16  
MAY

SCHOOL DISCO  
6-7.30PM



8  
JUN



SUMMER FAIR  
2-5PM



MONTHLY

FRIENDS CASH DRAW  
WIN £50 A MONTH



*Friends of St Thomas*

*All of these events raise money to support our school. Please get in touch if you would like to help and volunteer and help at any of the above dates.*



# 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](mailto: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](mailto:chairofgovernors@st-tc.co.uk)

Tel no: 01142745597

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plus a wrap around  
service

## ST THOMAS OF CANTERBURY SCHOOL A CATHOLIC VOLUNTARY ACADEMY

# 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 sky 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](http://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](mailto:enquiries@st-tc.co.uk) | Web: [www.st-tc.co.uk](http://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

excellence  
for all  
children

## 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.

### First Offence

The first time a Penalty Notice is issued (after 19<sup>th</sup> 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.

### 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.

### 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.