



St Thomas of Canterbury School Newsletter

Week ending Friday 17th October 2025

Dear parents and carers

It has been a lovely week, finished off wonderfully by Y6 in their class assembly who showed us about justice and peace. They reminded us that our role is to speak out where we see something is wrong, stay patient and calm even in difficult circumstances, and always be willing to forgive and help people learn from their mistakes. As we say in school, everyone makes mistakes, and they are valuable chances to grow.

The Gospel on Sunday reminded us that gratitude is also an important virtue, and as we get closer to half term it is important to take time to reflect on the good things that God gives to us. I am grateful that the building work is on schedule! The space is really taking shape and some of the furniture is already back in place - it will be a fantastic space for our children to learn.

I am sure that I will see lots of you at the school disco and hope you have a lovely weekend afterwards.

God bless

Mr Richardson

Smart Watches

To avoid distractions and keep everyone safe, smart watches shouldn't be worn during the school day. If a child brings one, please hand it in at the office in the morning and collect it at the end of the day. Thank you for your support in helping all our pupils stay Ready to learn and Respectful of others.

Parking and Drop-Off

Please avoid stopping or parking on double yellow lines, zigzags, or directly outside the gates — even for a quick drop-off. These rules are there to help us keep everyone safe during busy times. Thank you for helping us look after one another.



School Calendar

Tues 21st Oct 16:30 – Reception 2026 Prospective Parent open afternoon

Weds 22nd Oct 13:30 – Reception 2026 Prospective Parent open afternoon

Thurs 23rd Oct 15:15-15:45 - Y1 Parents Phonics Meeting

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

Fri 14th Nov 09:00 – Year 5 Class Assembly

Thurs 20th Nov 15:45-17:45 – Y1-Y6 Parents evening

Sun 23rd Nov – Family Mass for Christ the King at Our Lady St Thomas

Tues 25th Nov 15:45-17:45 – Y1-Y6 Parents evening

Fri 28th Nov 09:00 – Year 4 Class Assembly

Fri 28th Nov – Own Clothes Day for Winter Warmer Raffle Prizes

Thurs 4th Dec – Pupil Flu Vaccinations

Mon 8th Dec 14:00 – Winter Warmer Performance in School (Year 1 – Year 6)

Tues 9th Dec – Infant Christmas Dinner

Weds 10th Dec – Junior Christmas Dinner

Weds 10th Dec – Pre-school Cakes, Crafts & Carols

Fri 12th Dec 14:00 - Winter Warmer Performance in Church (Year 1 – Year 6)

Mon 15th Dec 14:30 - Nativity Performance for Reception parents

Tues 16th Dec 14:30 - Nativity Performance for Y1 parents

Weds 17th Dec 14:30 - Nativity Performance for Y2 parents

Fri 19th Dec – Finish at 12pm

Mon 22nd December – Fri 2nd January Christmas Break

Mon 5th Jan – Pupils return to school

Tues 6th Jan - Y4 Swimming lesson

Mon 12th Jan 16:00 – Bookings open for Spring 2 Breakfast & Afterschool club bookings

Tues 13th Jan - Y4 Swimming lesson

Tues 20th Jan - Y4 Swimming lesson

Fri 23rd Jan 09:00 – Year 3 Class Assembly

Tues 20th Jan - Y4 Swimming lesson

Tues 27th Jan - Y4 Swimming lesson

Sat 31st Jan – Friends of St Thomas Race night

Tues 3rd Feb - Y4 Swimming lesson

Fri 6th Feb – School Disco

Tues 10th Feb – Y5 & Y6 Swimming lesson

Fri 13th Feb – Non uniform day and bake sale for Children's Mental Health Week

Mon 16th – Fri 20th February **Half Term break**

Mon 23rd Feb – Inset day (No pupils in school)

Tues 24th Feb – Pupils return to school

Tues 24th Feb - Y5 & Y6 Swimming lesson

Mon 2nd March 16:00 – Bookings open for Summer 1 Breakfast & Afterschool club bookings

Tues 3rd March - Y5 & Y6 Swimming lesson

Thurs 5th March – World Book Day

Tues 10th March - Y5 & Y6 Swimming lesson

Thurs 12th March 15:45-17:45 – Y1-Y6 Parents evening

Tues 17th March - Y5 & Y6 Swimming lesson

Tues 17th March 15:45-17:45 – Y1-Y6 Parents evening

Weds 1st April – Pre-school Easter Egg Hunt

Thurs 2nd April – Whole School Easter Hat Decorating Competition

Fri 3rd April – Good Friday Bank Holiday (Pupils not in school)

Mon 6th April – Fri 17th April

Easter Break

Mon 20th April – Pupils return to school

Mon 27th April 16:00 – Bookings open for Summer 2 Breakfast & Afterschool club bookings

Fri 1st May 09:00 – Reception Class Assembly

Mon 4th May – May bank holiday (No pupils in school)

Mon 11th – Thurs 14th May – **SATS Week**

Fri 15th May – Year 3 trip to Creswell Crags

Fri 15th May – School Disco

Weds 20th – Fri 22nd May – Year 6 Residential

Mon 25th May – Fri 29th May

Half term break

Mon 1st June – Pupils return to school

Weds 3rd June – Non uniform day – bottle donation for summer Fair

Weds 10th June – Y6 Crucial Crew visit

Sunday 14th June – Summer Fair

Mon 15th June – Class Photos

Tues 16th June – Year 1 & 2 Trip to Butterfly House

Weds 24th – Fri 26th June – Year 5 Residential

Mon 29th June 16:00 – Bookings open for Autumn 1 Breakfast & Afterschool club bookings

Mon 29th June 14:15 – Year 3 & 6 Open Afternoon

Tues 30th June 14:15 – Year 2 & 4 Open Afternoon

Weds 1st July 14:15 – Year 1 & 5 Open Afternoon

Mon 6th July – Whole School Sports Day at EIS

Weds 8th July – Reception Class Trip to Cleethorpes

Weds 8th July 19:00 – Year 6 End of Year Show at Meadowhead School

Weds 15th July – Pre-school Family Fun Day (Pre-school closed)

Mon 20th July – Inset day (No pupils in school)

Tues 21st July - Inset day (No pupils in school)

Dress up clothing request from Pre-School

Pre-School are in desperate need of dressing up clothes, especially those that are people who help us - police, doctor dress up etc. They have a lot of princess and superhero styles but anything else, if you have outgrown it would be appreciated.

Whole School My Maths Login

Please see the below login details for the whole school MyMaths account.

<https://login.mymaths.co.uk/login>

School username: sttocsps

School password: stthomas

Parking around school

We have been contacted multiple times recently regarding cars that are parking illegally near school. This can be dangerous and could cause an accident.

As a school we send out reminders to our parents and carers regarding inconsiderate and dangerous parking. We also forward complaints to our contact at the local parking enforcement team. They will be doing spot checks and will give out fines to anyone parking illegally.

The following are examples of incorrect parking that can be reported to the enforcement team:

- parking on yellow lines, including adjacent to footways and verges
- stopping on zig zag lines by a crossing or outside a school
- using a disabled bay without a valid Blue Badge
- double parking
- dropped kerb access – in front of driveways

If you see a car that is causing danger to other road users or pedestrians then please use this link to report them.

<https://www.sheffield.gov.uk/parking/report-incorrectly-parked-vehicle>

Children's clothes hangers

We have a great selection of pre-loved uniform available in the school office. To keep the rail maintained, we are asking if anyone has any children's clothes hangers they no longer need, please bring them to the school office.

Walking through the car park

Due to issues with our carpark gate, we have now set the gates to manual, meaning the gates will be open at the end of the day for SEN taxi transport. Please can we ask that you are not walking through the car park and through the double gates. We have a number of builders on site during the school day who may also need to access the car park, meaning we need to keep the carpark clear at all times.

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.

Spring Term PE Days

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

***Reception, Year 1, and Year 2 children will not be getting changed for PE in school. Instead, on their PE days, children should come to school wearing their PE kit for the day and will not need to bring in a change of clothes**

Makaton Sign of the Week

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

Please click this link to see how it is done!

<https://youtu.be/PG87WmvTxRU>



Free School Meal Eligibility

We have seen an unprecedented rise in FSM eligibility in schools across Sheffield in the last few years.

As the school will receive additional funding based on the number of children who receive FSMs, not only will your child receive a FSM and free school milk but also financial support towards school trips.

With this in mind we want to make sure that our parents are aware of how to check their eligibility.

Even if you don't think you are eligible, it is worth your while to check.

You can check your eligibility online by following this link: <https://shorturl.at/x3ess>

Labelling uniform

We have a growing amount of unlabelled lost property in school. Please ensure all of your child's uniform is labelled permanently with their name including their coat and any bags.

Ordering lunches and Christmas Dinner

Parentpay has now been updated with the new menu for Autumn and Spring Term.

This also means that Christmas Dinners are now available to book on Parentpay.

Reception, Year 1 & Year 2 will be having their Christmas Dinner on Tuesday 9th December.

Year 3, 4, 5 & 6 will be having their Christmas Dinner on Wednesday 10th December.

On Tuesday 9th December, children in Y3,4,5 & 6 will need to bring a packed lunch, unless they are entitled to free school meals, a cheese sandwich can be ordered for the children entitled to free school meals.

On Wednesday 10th December, children in Reception, Y1 & Y2 can book a cheese sandwich, please note that this will be the only option for them on this day.

Children in Pre-school & The Hive can choose between the hot meal or sandwich on both days.

Please can we ask that all bookings are made on Parentpay by Friday 28th November, so the kitchen can accurately order ingredients.

Whole School Attendance

Class	Last Week	This Week
Year 1	98.9%	98.5%
Year 2	96.2%	97.7%
Year 3	97.3%	97.3%
Year 4	98.9%	98.9%
Year 5	98.6%	97.2%
Year 6	98.6%	98.6%



Presents

A Night at the Races

Saturday 31st January

Lees Hall Golf Club

Hemsworth Rd, Norton Lees, Sheffield S8 8LL

6 PM Doors Open

6:30 pm First Race

Tickets £10 PP

Includes: Entrances, program, and Food.

A night at the races, but not as you have seen before, includes a live auction, betting, and audience participation

To purchase tickets

text

07929280283

or

email

oconnell-fiona86@hotmail.co.uk

SCHOOL 6-7.30PM FRIDAY 17TH OCTOBER DISCO

£6 TICKET FEE VIA PARENTPAY - ONLINE ONLY

NO TICKETS AVAILABLE AT GATE

£6 INCLUDES ENTRANCE AND £3 WORTH OF VOUCHERS.
DEADLINE TO BUY ONLINE WEDNESDAY 15TH OCTOBER

PARENTS AND CARERS MUST STAY WITH THEIR CHILDREN, MINIMUM 1 ADULT TO 5 CHILDREN. UNFORTUNATELY, DUE TO HEALTH AND SAFETY WE ARE NOT ABLE TO ADMIT ANY CHILDREN OR BABIES INCLUDING OLDER OR YOUNGER SIBLINGS WHO DO NOT CURRENTLY ATTEND SCHOOL. OUR APOLOGIES FOR ANY INCONVENIENCE.





September (22 Days)						
M	T	W	T	F	S	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October (18 Days)						
M	T	W	T	F	S	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November (20 Days)						
M	T	W	T	F	S	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December (15 Days)						
M	T	W	T	F	S	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

January (20 days)						
M	T	W	T	F	S	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February (15 days)						
M	T	W	T	F	S	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

March (20 days)						
M	T	W	T	F	S	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April (14 Days)						
M	T	W	T	F	S	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

May (15 Days)						
M	T	W	T	F	S	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

June (22 Days)						
M	T	W	T	F	S	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

July (14 Days)						
M	T	W	T	F	S	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

August						
M	T	W	T	F	S	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Bank Holiday	Autumn 1	Monday 1 st September 2025	to	Friday 24 th October 2025	40 days
	Autumn 2	Monday 3 rd November 2025	to	Friday 19 th December 2025	35 days
School Holiday	Spring 1	Monday 5 th January 2026	to	Friday 13 th February 2026	30 days
	Spring 2	Monday 23 rd February 2026	to	Thursday 2 nd April 2026	29 days
Staff Training	Summer 1	Monday 20 th April 2026	to	Friday 22 nd May 2026	24 days
	Summer 2	Monday 1 st June 2026	to	Tuesday 21 st July 2026	37 days



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

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 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

excellence
for all
children

Sheffield Every School day matters!

enjoy • learn • achieve

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.

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.

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.