



# St Thomas of Canterbury School Newsletter

Week ending Friday 20<sup>th</sup> December 2024

Dear parents and carers,

Coming to the end of this Autumn Term, provides us with a chance to look back over these last few months and see how much our children have achieved. Just in these last two weeks, we have had two fantastic Winter Warmer concerts and three wonderful nativity plays. I am sure you will agree that our children are very beautiful singers! We have also had a number of sporting events and our first school disc of the year. It has been a long and busy term but also a happy and productive one.

Just as we welcomed some new members of staff at the start of the term, today, we say goodbye to one. Mrs Heaton, our SENCO for the last two and a half years, is leaving us to concentrate on her SENCO role at the secondary school she has been working at for several years. I would like to thank Mrs Heaton for all her hard work and wish her well in the future.

Miss McKay will take up the role of SENCO from January 2025. Miss McKay will continue to be KS2 Leader and Y6 teacher and so, to ensure she has the time to carry out the responsibilities of SENCO, she will be out of class each Friday and for two afternoons each week (Monday and Wednesday). She will be in touch with parents in the new year to introduce herself properly to those of you who do not know her and to outline her plans for building on the solid foundations laid for us by Mrs Heaton. I am sure our SEN provision will go from strength to strength.

Thank you all so much for your continued care and support for our wonderful school and everyone within it.

I wish you all a very happy and peaceful Christmas and look forward to seeing you in the new year.

God bless  
Mrs Clements.

## Gifts from Santa

Your child will be coming home today with a small gift from Santa. A very big thank you to the Friends of St Thomas for providing the gifts.

## Playtime on KS2 field

Due to the weather, from January if children are wanting to play football on the field with Evo, they must bring change of shoes. Alternate sports will be available on the Astroturf on Thursdays & Fridays.

## School Calendar

**Mon 23<sup>rd</sup> December – Friday 3<sup>rd</sup> January**

### Christmas Break

**Mon 6<sup>th</sup> Jan** – Pupils return to school

**Tues 7<sup>th</sup> Jan** – Year 4 Swimming Lesson

**Tues 14<sup>th</sup> Jan** – Year 4 Swimming Lesson

**Tues 21<sup>st</sup> Jan** – Year 4&6 Swimming Lesson

**Fri 24<sup>th</sup> Jan** – 09:00 Year 3 Class Assembly

**Tues 28<sup>th</sup> Jan** – Year 4&6 Swimming Lesson

**Tues 4<sup>th</sup> Feb** – Year 4 &6 Swimming Lesson

**Fri 7<sup>th</sup> Feb** – School Disco

**Tues 11<sup>th</sup> Feb** – Year 5 &6 Swimming Lesson

**Tues 11<sup>th</sup> Feb** – Internet Safety day

**Monday 17<sup>th</sup> – Friday 21<sup>st</sup> February**

### February Half Term

**Mon 24<sup>th</sup> Feb** - Inset Day (No pupils in school)

**Tues 25<sup>th</sup> Feb** – Pupils return to school

**Tues 25<sup>th</sup> Feb** - Year 5 Swimming Lesson

**Fri 28<sup>th</sup> Feb** – 09:00 Year 2 Class Assembly

**Tues 4<sup>th</sup> Mar** – Year 5 Swimming Lesson

**Thurs 6<sup>th</sup> Mar** – World Book Day

**Fri 7<sup>th</sup> Mar** – Book Fair

**Tues 11<sup>th</sup> Mar** – Year 5 Swimming Lesson

**Tues 13<sup>th</sup> Mar** - 15:30 – 17:45 Parents Evening

**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

**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)

**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** – 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

**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

**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)

## 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. With this in mind, It has been suggested that I clarify the criteria around children being classified as late as there has been some misunderstanding around which gates will be closed at 8.45. The school day for KS1 and KS2 begins at 8.45 when the whistle is blown and the children gather together as a key stage to say and sign their morning prayer. As this is the formal start of the school day, the KS1/Reception gate and the KS2 side gate are closed at 8.45. The main gate is closed at 8.55 to allow children who start their day in The Hive (our IR) access to school as they often enter through the office. Any child who arrives after 8.45 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. This is in line with the LEA and National guidance.

## Opening of the Jubilee Year 2025: Saturday 28th December, 12.30pm

The rite of the Opening of the Jubilee Year will take place on Saturday 28th December, at which Bishop Ralph will preside. The celebration will start at the Sheffield Anglican Cathedral at 12.30pm, from which there will be a procession to St Marie's Cathedral for the opening Mass. All from across the Diocese are encouraged to come and celebrate the beginning of this special year, in which all are invited "to an intense experience of the love of God" and "a lively experience of grace and hope" (Francis, Spes non confundit, 6)

## Job Adverts

We currently have 2 vacancies at school, for a caretaker and a cleaner. Please see the attached job adverts. If you need any further information, please contact the school office.

## Sheffield United Christmas Camps

Christmas is creeping up on us really quickly, with this in mind our Christmas Camp bookings are now LIVE!

Book on using the venue link below:

<https://officialsoccerschools.co.uk/sheffieldunited/24-25-lu-westfield-christmas-camp.html>

<https://officialsoccerschools.co.uk/sheffieldunited/24-25-lu-graves-christmas-camp.html>

<https://officialsoccerschools.co.uk/sheffieldunited/24-25-lu-thorncliffe-christmas-camp.html>

<https://officialsoccerschools.co.uk/sheffieldunited/24-25-handsworth-christmas-camp.html>

We will also be running our girls only camp across both days.

<https://officialsoccerschools.co.uk/sheffieldunited/24-25-girls-only-lu-westfield-christmas-camp.html>

<https://officialsoccerschools.co.uk/sheffieldunited/24-25-girls-only-lugraves-christmas-camp.html>

## Missing labelled uniform

Please could you check your child's school uniform for a name, we have had a few incidents of children picking up the wrong uniform.

If you have any uniform at home that doesn't belong to your child, please return it to class. Also, please can you ensure that your child's uniform is named, to avoid confusion in the future.

Also a reminder that in September we asked that we asked that children bring in a pair of black slip on PE pumps/plimsolls for indoor use. We would appreciate if these shoes could be left in school for children to wear throughout the whole school day to avoid the spread of mud throughout school.

## Spring Term PE Days

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

## Whole School Attendance

Class	Last Week	This Week
Year 1	92.6	89.6
Year 2	97.3	96.9
Year 3	91.4	88.9
Year 4	96.6	87.9
Year 5	95	93
Year 6	92.7	93.7

developing  
lifelong  
learners



30 hour  
places available  
(subject to eligibility)  
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



# 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 and then it should be reported directly to the Chair of the Governing Body or Management Committee.

## 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.