

# ST MARY'S CHURCH OF ENGLAND (Aided) PRIMARY SCHOOL

EXECUTIVE HEADTEACHER:

**Ms Helen Comfort**  
(B.A.Ed.Hons, NPQH)

HEAD OF SCHOOL:

**Mr Matthew Lamprell**  
(B.Sc. Hons, PGCE, NPQSL)

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*'Learning for life with God as our guide'*

23<sup>rd</sup> July 2024

Dear Parent/Carers

## **Farewells**

We say a fond farewell to our lovely Year 6 children. They have had an ever increasingly busy end of year; a fun week of activities, Bikeability, and their outstanding end of year production. We wish them all well as they embark on their secondary education and thank them for all that they have contributed to St. Mary's CEP School.

As you will also know from previous letters we are also saying goodbye to some staff members at the end of this term. Both Mrs Maria Mold and Mrs Sylvia Smith will be retiring; they have worked at St Mary's CEP for 25 and 28 years respectively. Miss Ellie Holland will be starting her maternity leave whilst Miss Beth Smith will be starting her teacher training. Mrs Helena Leigh, Mrs Fanio Eliades and Mrs Louise Buchanan will be moving onto new ventures. We thank them both for their time with us – I know you will join with me in wishing them well.

## **And Hello!**

We welcome new staff to the team who will start with us in September. We welcome Miss Emma-Elizabeth Whiscombe who will be teaching in Class 6; she has already been getting to know us this term. We are also pleased to welcome three new Teaching Assistants to our staff team; we can introduce these new members in the Autumn term when all necessary recruitment checks are complete.

My full-time role as Executive Headteacher at St Margaret's CP and St Mary's CEP is changing in the new school year as well as I step down from being Headteacher at St Margaret's CP. I am pleased to say that I will be continuing to work at St Mary's CEP as Executive Headteacher on a part-time basis so will be at school for two and a half days each week, as I currently am.

We also, of course, welcome a whole class full of new Reception children as well as children who will be joining other classes across the school.

## **Term 1**

We will be holding a staff training day on Monday, 2<sup>nd</sup> September and will welcome the pupils back to school on **Tuesday, 3<sup>rd</sup> September**.

## **School Uniform**

Items of school uniform are available to purchase on-line through PMG Schoolwear. Once you have chosen your items make sure that you type in '**STMDFC**' in the voucher code to **claim free delivery**. Please note that if you are ordering for September the last date for orders is **12<sup>th</sup> August**.

To purchase your uniform log in to [www.pmg-schoolwear.co.uk](http://www.pmg-schoolwear.co.uk).

Please remember that school shoes (not boots or sandals) must be black and enclose your child's feet. Please also remember to clearly label your child's clothing and other belongings.

### **PE Kits**

Children in classes 1-6 will need to bring a PE kit to school. This should be in a draw-string bag which they will keep on their peg. **No carrier bags please.**

Reception Class will wear their PE kit to school on their PE day. Once the term begins teachers will let you know which days each class has PE. Please note that we are moving to team/house colour t-shirts for PE so children may wear white or their house colour. If and when you need a new PE t-shirt, please buy team colour if you can.

### **Water Bottles**

Children must bring to school a water bottle every day with fresh water. Children may bring an additional flavoured drink to have at lunchtime, flavoured drinks are not allowed during lesson times.

### **Pierced Ears**

Children may wear stud earrings to school, they may **not** wear earrings which are hoops or which dangle.

Children **cannot** wear earrings during PE, if they wear them to school on PE days they will be expected to remove them.

If you are thinking of getting your child's ears pierced please do so at the beginning of the school summer holiday so they have time to heal in order for the earrings to be taken out for PE lessons at school. Thank you for your support with this.

### **Breakfast Club**

Breakfast Club will start again on Tuesday 3<sup>rd</sup> September. All children are welcome to attend – please contact the school office to place a booking. The daily charge is £2.20, which includes breakfast and childcare from 8:00am.

### **School Meals**

We are delighted to inform you that a new contract caterer, Whole School Meals, has been appointed for our school meals from September 2024.

Whole Schools Meals is a local company who source their food from local suppliers. Their dishes are designed to provide children with what they want as well as what they need – balanced, delicious and varied meals. I am attaching a menu so you can see the meals your child will be offered from September.

All children in Classes R, 1 and 2 will continue to be entitled to a free cooked school lunch every day. Children in our current Class 2 who have benefited from the free cooked lunch will, from September when they join Class 3, pay for their cooked school lunches with children in Classes 4, 5 and 6 unless they are entitled to means tested Free School Meals. Mrs Morris (Family Liaison Officer) can help with applying for Free School Meals – do please contact her.

If you pay for your child's cooked lunch, the cost will be £2.50 a day. This payment will be made directly to the school and must be paid for in advance. Please note payment details below:-

**Name of Account - KCC RE DOVER ST MARY'S CHURCH OF ENGLAND PRIMARY SCHOOL**

**Sort Code - 60-60-08**

**Account Number - 83294082**

Reference – [Child's Name] Lunch



Canterbury Diocesan  
Board of Education

If you have any queries relating to this change, please do not hesitate to contact the school.

### **Attendance**

As you know, the school closely monitors pupil attendance. Regular attendance at school is crucial if our pupils are to be successful.

Please remember the following:

- Children need to arrive at school on time every day. Children in Reception Class and Classes 1 and 2 must arrive at the Laureston Place gate between 8:40am and 8:55am. Children in Classes 3, 4, 5 and 6 must arrive at the Maison Dieu gate between 8:40am and 8:55am. If your child is late – which should ONLY be in exceptional circumstances – an adult must bring them into school at Laureston Place to sign them in, giving a reason for being late. I am pleased to say that most families get their children to school on time every day.
- Your child should only be absent from school because they are too unwell to attend. If your child is unwell you must telephone or email the school office every day of their absence.
- Medical appointments should be made outside school time whenever possible.
- Holiday/travelling will not be authorised and will result in a request for a penalty notice and a fine. Please be reminded about the changes with regards to Penalty Notices for absence which were shared in Mr Lamprell's recent letter.
- Attendance at school less than 95% is NOT good enough. We will monitor attendance of all children very closely and any families causing concern will be invited into a meeting at school. If attendance of the child does not improve we will move eventually to prosecution.

Please consider these matters and work to support your child and the school in ensuring GOOD attendance for ALL of our pupils.

### **Term Dates**

Term dates for 2024/2025 and information regarding our five staff training days are indicated below, to assist you in booking holiday outside of term time. Please note that children are not required to attend school on staff training days.

#### **Term Dates 2024/2025**

TERM 1 2024	2 September 2024 - 25 October 2024
TERM 2 2024	4 November 2024 - 20 December 2024
TERM 3 2025	6 January 2025 - 14 February 2025
TERM 4 2025	24 February 2025 – 4 April 2025
TERM 5 2025	22 April 2025 - 23 May 2025
TERM 6 2025	2 June 2025 - 22 July 2025

#### **Staff Training Days (children not required to attend school)**

2nd September 2024  
4<sup>th</sup> November 2024  
23rd May 2025  
21st July 2025  
22nd July 2025

### **Dates**

Dates for next year are being finalised and will be shared with you in September. You may, however, wish to note that we have booked tickets for the Marlowe Theatre Pantomime for all children in Classes 3, 4, 5 and 6 to attend for Christmas. A very quick response will be required in September when we send out information to you regarding this.

### **Thank you**

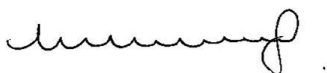
Many thanks to you all for your support this year.

I would also like to thank all of the staff, each one of whom works tirelessly for you and your children.

As always, should you have any queries or concerns please don't hesitate to speak to any of the staff – we are always very happy to clarify any aspect of our work and to help you with matters related to your child.

Finally, I wish you all a good summer and look forward to seeing those of you who are returning / joining us in September.

Yours sincerely



**H Comfort**  
**Executive Headteacher**