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**St Paul's**  
Catholic Primary School

**Head Teacher:** Sheena Sinclair

**Deputy Head(s):** Rachel Miller

**BHCET CEO:** Stuart McGhee

**BHCET Chair of Directors:** Yvonne Coates

26<sup>th</sup> January 2026

Dear Parents

A very warm welcome back to the start of a new year and a new term. I hope that the Christmas season brought your family moments of peace, joy, and renewal. As we begin 2026 together, we return strengthened by our faith and united by our school mission: *"In Him we live and move and have our being."*

This beautiful message from St Paul reminds us that Christ is at the heart of every step we take as a community—guiding our decisions, shaping our relationships, and inspiring the way we learn and grow. As we move into this new term, we do so with gratitude for the gifts within our school family and with a renewed commitment to nurturing each child so that they may flourish in faith, character, and learning.

I look forward to another term filled with hope, opportunity, and the shared joy of seeing our children thrive. I hope the information below is helpful and informative.

**Attendance:** Thank you for your continued support in ensuring that your child attends school every day they are able. Good attendance is vital for learning, wellbeing, and routine, and we greatly appreciate the efforts you make to get your child into school on time each day.

We understand that children can sometimes be too unwell to attend. If your child is absent, please contact school on the first day of absence to let us know the reason. If your child has been sick or has diarrhoea, they must remain at home for 48 hours from the last episode of illness. We follow UKHSA and NHS guidance for this and for all other infectious illnesses.

Please remember that holidays during term time cannot be authorised. Every school year provides 175 non-term days for holidays, visits, and routine appointments. Head Teachers may only authorise term-time absence in exceptional and unavoidable circumstances, and family holidays do not meet this threshold.

Our Attendance Policy is available on the school website and reflects current Government expectations. If you have any questions, please do not hesitate to contact the school office.

Attendance at school—on time, every day—helps ensure that all children benefit fully from the opportunities each school day offers. A consistent routine supports social, emotional, and academic development. Punctuality is equally important, so please avoid lateness wherever possible, even by a few minutes. It causes disruption to learning in the classroom, to your own child's smooth start to their day and to school staff.



***In Him we Live and Move and Have our Being***

You can monitor your child's attendance at any time using the MCAS app.

**Uniform and Equipment:** Thank you for ensuring that your child comes to school well prepared for the day ahead. The children continue to look so smart in their school uniform, and this pride in appearance sets a positive tone for learning.

From time to time, items such as jumpers, sweatshirts, jogging bottoms and shorts can be mislaid. Please support us by labelling all items of uniform clearly, as this makes it much easier to return belongings to their rightful owner. Any unlabelled items will be placed in the lost property box in the school porch.

Please ensure that only school water bottles are brought in from Reception to Year 6. New bottles can be purchased from the school office for £3, and replacement lids are available for 50p.

We kindly ask that children only bring small bags to school. Storage space is limited, and most children do not need to bring a bag each day unless they have specific items, such as a change of clothes. Children do not require any additional equipment for lessons, so please keep personal items at home. Your child is welcome to bring a piece of fruit for morning break, but please avoid cereal bars, sweets and similar snacks. Fruit is provided daily for children in Nursery, Reception, Year 1 and Year 2.

A reminder that nail varnish and jewellery (other than a simple watch) are not permitted in school.

#### **Dates for your Diary:**

Wednesday 28 <sup>th</sup> January	9.15am	Mass in School Hall – everyone welcome
Wednesday 11 <sup>th</sup> February	4.45pm – Phonics 5.15pm - Shine	Phonics information session for all Y1 parents Shine launch for all N2 Nursery parents. <i>Separate letters with for information will follow</i>
Tuesday 17 <sup>th</sup> February	2.45pm	Y5 and Y6 Celebration of the Word – families welcome
Thursday 19 <sup>th</sup> February	2.45pm	Y1 and Y2 Celebration of the Word – families welcome
Thursday 5 <sup>th</sup> March	All day	World Book Day – letter to follow
Monday 16 <sup>th</sup> March and Tuesday 24 <sup>th</sup> March	3.40pm - 6pm	Parent Consultation evenings <i>Letter to follow</i>
Friday 20 <sup>th</sup> March	2.45pm	Reception Class Celebration of the Word – families welcome
Friday 27 <sup>th</sup> March	2.45pm	Y3 and Y4 Celebration of the Word – families welcome

### Other dates:

10<sup>th</sup> February: **Safer Internet Day** – Learning will be based around the theme of ***'Smart tech, safe choices – Exploring the safe and responsible use of AI'***

Children will explore the impact of AI on all of our lives.

9<sup>th</sup> – 13<sup>th</sup> February: **Children's Mental Health Week** – The theme for the week is ***'This is My Place'*** highlighting the importance of children feeling happy, safe and ready to learn and play.

### 18<sup>th</sup> February – **Ash Wednesday**

Ash Wednesday is the day that begins Lent, a special 40-day period when Christians take time to reflect, pray, and prepare for Easter. In school or church, children may receive a small cross made of ashes on their forehead. These ashes are usually made by burning last year's Palm Sunday leaves. Fr Adrian will lead a service in school for the children and staff. The ashes remind us of two things:

1. We are loved but not perfect – everyone makes mistakes, and Lent is a time to grow, try again, and make better choices.
2. We want to be closer to God – the cross shows that we want to follow Jesus by being kind, forgiving, and thoughtful.

Ash Wednesday is not a sad day. It's a fresh start, a chance for families and children to think about how they can help others, pray more, and show love in everyday ways.

23<sup>rd</sup>– 27<sup>th</sup> February - HALF TERM

3<sup>rd</sup> – 17<sup>th</sup> April – EASTER HOLIDAYS

As always, thank you for your continued support and partnership.  
Please do not hesitate to contact me at school if you need to.

Yours sincerely,

*S. C. Sinclair*

Sheena Sinclair  
Head Teacher



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