



Trinity St Stephen CE Aided First School

Vansittart Road, Windsor, SL4 5DF
Tel: 01753 862540 / Email: office@tssfirst.co.uk
Headteacher: Mrs Linda Pennington



07 December 2025



Dear Parents and Care Givers,

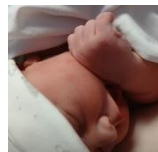
A week ago, we moved into Advent (meaning coming). People from many cultures and backgrounds are preparing to celebrate the birth of Jesus Christ our Lord.

Father Richard led our Thursday collective worship this week, he took us all through an inspiring journey of the four Sundays in Advent. Children learned, the four Sundays of Advent symbolize Hope, Peace, Joy, and Love, representing a spiritual journey of preparation for Christ's coming, with each week focusing on one virtue as an Advent wreath candle is lit, building anticipation for Christmas. The first candle (Hope) signifies the promise, the second (Peace) the journey to Bethlehem, the third (Joy, often pink) the shepherds' arrival, and the fourth (Love) the angels' message, culminating in the light of Jesus, the world's Saviour.



I would very much like to thank all those families who were able to attend our Christingle Service led by Reverend Sally Lodge. It was a very touching service and it was so lovely to see the children holding their Christingle candles while they sang Away in a Manger.

As Year 2 are particularly aware, Mrs K Pugh went on maternity leave last Friday. In her absence the Year 2 children are being looked after by Mrs Blanshard (during the first part of the week) and myself on a Friday. I am delighted to let you all know that Mrs Pugh and her family have been blessed with a baby girl, weighing 9lbs. Mrs Pugh safely delivered on Thursday 4th December. She would like me to say thank you to all the parents who sent her well wishes and gifts.



As we head towards the end of the Autumn Term, I would like to thank everyone for their patience and understanding as I continue to settle into my role of headteacher/SENDCo and DSL at Trinity St Stephen. The established ethos, vision and values of the school align with my own. I would like to reassure you that the staff, governors and I are very much leading the school on in the same vein as Mrs Lovegrove. We continue with daily collective worship which is an integral part of our school and our curriculum and subject coverage also remain the same as last year.

We very much value parent views, thank you to all those who responded to the parent questionnaire sent via email during November. It has provided us with useful insight and feedback. One point that has been raised is the timing of the nativity this year. We do appreciate that work commitments can clash with school events and this is why we do try to provide as much notice of key events as possible. This year the nativity was moved from the evening into the school day due to a number of factors. Two key factors were; firstly, to ensure all our pupils will have the support they need to be included and able to participate in the event we require our maximum staff to pupil ratio, this is more challenging to provide during an evening event. Secondly, our younger pupils are very tired at the end of the school day, especially reception children at the end of their first term. It is important that we recognise the needs of our younger pupils and the value of keeping bedtime routines as consistent as possible. In the past we are aware that some children have not participated in the evening event due to tiredness and their parents making the decision to keep them at home to rest.



Thriving and Achieving in a Caring Christian Community

This is my commandment, that you love one another as I have loved you. John Ch15 v12



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However, this said, I would value feedback and suggestions for next year regarding timings of Advent/Christmas events.

Moving on to this week, 08th December, we are looking forward to the pantomime at the Theatre Royal, Windsor. If you are able to add to our numbers of adult supervision, please do let the office know. It is always good to have additional support when we are walking into Windsor. We do have a limited number of extra tickets for those who can help. We will be having an early lunch and leaving about 12:30.

At the end of the week, Friday 12th December, we are blessed that our wonderful parents' association (The TSSSA) have organised, with the Year 4 parent and pupils help, our Christmas Fair. There are amazing prizes to be won (donated by a variety of generous local companies) and St Nicolas (AKA Father Christmas) will be on hand to support our event, before he has to go and get the sleigh ready for Christmas Eve! Information has been shared and the posters around the school give further details. Please do come and support this event, it takes place at the end of the school day.

Mrs Sewell, will be collecting donations for the Windsor Homeless Project, please see the email sent Saturday, 06th December, for more details. The boxes for donations will be on the stage area in the mornings and at the end of the school day this week.

With regards to the last day of the school term, 19th December, please note that children will have the choice to bring in a festive packed lunch or have the scheduled hot meal. The children will be eating with their year groups. The school day is finishing at 1:30. However, should you need after school care to 3:15pm please can you let the school office know. We have space for 20 pupils.

Kind regards,

Linda Pennington

Linda Pennington

Headteacher

Dates:

11 December 2025	Whole School at the Pantomime - Cinderella
12 December 2025	TSSSA Christmas Fair supported by Year 4. 3:30 in the school hall.
16th December 2025	School Christmas Lunch and Festive Jumper Day
17 December 2025	KS1 Nativity – 10:00am to 11:00am St Stephen & St Agnes Church, SL4 5DA
17 December 2025	KS2 – Christmas Concert – 2pm - St Stephen & St Agnes Church, SL4 5DA
19 December 2025	Term Ends at 1:15pm - Children to bring in a Christmas Themed Pack Lunch and wear their Festive jumpers if they have one.
05 January 2025	Staff Inset – Autism + Attachment Training / Planning & Preparation
06 January 2025	Pupils Return for Spring Term 2026 – Happy New Year!

Please note additional event key dates for the Autumn Term may be added to future newsletters – do ensure you check weekly and note any changes in your diary. **New entries from previous update are in blue. TBC**

Spring dates and term dates for 2026/2027 will be sent at the end of this week. Our Easter Service will be after the Easter break.



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