

ST. MICHAEL AND ST MARTIN CATHOLIC PRIMARY SCHOOL



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Headteacher

Mrs. N. Duggan

STMM20

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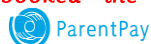


ParentPay – Dinner Money

You will be aware *all* primary age school children are now entitled to receive 'Universal Free School Meals' for this academic year. As a school we continue to require *all* children in EYFS and KS1 (Reception, Years 1 & 2) to participate in this scheme, however, children in KS2 (Yrs3 - 6) now also have the opportunity to participate in this initiative.

This means that *no payment* is required from you for meals taken here at school. However, you are required to book your meal choices via your ParentPay account.

Please note that should you *not* book your child's school meals then they will automatically be booked the vegetarian option of the day.



Nursery & Reception Purple Day – Monday 4th December 2023

A letter outlining information relating to this event has been emailed to families. Please use the link below to view full details.

[Nursery & Reception Purple Mufti Day 2023](#)

IMPORTANT : Pupil Premium / Free School Meals

If your family financial circumstances have changed in the last year and you feel that you may now be entitled to receive the Pupil Premium Grant, please use the link below to make your application to the London Borough of Hounslow.

[Pupil Premium Grant Link](#)

Safeguarding

The wellbeing of our children is of paramount importance to all staff. Should any parent have a concern regarding a child's wellbeing, please inform the school's Designated Safeguarding officer: Mrs Duggan. In cases where school staff have concerns, they have a statutory duty to discuss the issue with one of the Designated Safeguarding Officers to seek further advice. I am very aware that during the past six months the personal circumstances of many families may have changed. If you feel that there is something that your child's teacher or I should know, please do make contact and let us know. Parents will often share a concern with me and end by saying, "I'm sorry for wasting your time with this." This is not the case. If there is anything, we want to know as we are here to help.

Diary Dates

04/12 EYFS Purple Mufti Day (Advent)

08/12 Yr 5G Commence swimming

12/12 Year 2 Nativity @ 9.30am

13/12 Year 1 Nativity @ 9.30am

13/12 PM Nursery late start 1pm

14/12 Reception Nativity @ 9.30am

15/12 Nursery AM Nativity @ 9.30am

15/12 Nursery PM Nativity @ 1.15pm

15/12 Yr 5A commence swimming

20/12 Nursery closes for Christmas (mufti day)

21/12 School closes 1.30pm for Christmas (mufti day)

08/01 Return to school (whole school)

Highlighted for parents to attend



Daily Attendance

If your child is unable to attend school due to illness or appointments, please ensure that you report their absence each day **before 9.15am**.

You can leave a message on our 24 hour absent line on **020 8572 9658** or alternatively you can send us an e-mail on: absence@stmichaelrc.hounslow.sch.uk.

If you are using the absence line, please ensure that you speak **clearly leaving your name, your child's name, their class and a brief description of why they are absent**. Simply advising us that your child is 'unwell' is not acceptable. Messages are very hard to decipher and on occasions are impossible to understand when there is lots of background noise. Please bear this in mind.

Thank you for your assistance in this matter.

Governors Fund Request 2023 – 2024

This request will be available on your ParentPay account next week.

Your prompt payment is greatly appreciated and helps us to look at further plans to make improvements to our school. This payment request can be found on your ParentPay account.





13 days of Christmas

Just a reminder of the following activities that are taking place here in school over the coming weeks:

Tuesday 5th December – Advent Reconciliation (Years 4 to 6).

Monday 11th December – Whole School Food Bank collection day

Friday 15th December – All after school clubs finish for the autumn term.

EYFS and KS1 (Yrs1 & 2) Nativities, commence from Tuesday 12th December – We look forward to welcoming you into school to watch your child's Nativity. Dates and times are as follows:

Year 2 Nativity – Tuesday 12th December at 9.30am.

Year 1 Nativity – Wednesday 13th December at 9.30am.

Reception – Thursday 14th December at 9.30am.

AM Nursery – Friday 15th December at 9.30am.

PM Nursery – Friday 15th December at 1.15pm.

Whole School on-line Pantomime – 'Jack and the Bean Stalk'

Wednesday 13th December – This will be our Christmas Mufti Day in school – including Christmas Lunch. **All meals must be booked no later than Friday 1st December 2023.**

Monday 18th December – final opportunity to share Christmas cards within year groups.

Wednesday 20th December – KS2 Carol Service held in **St Michael & St Martin Catholic Church** at 1.30pm.

Wednesday 20th December – Nursery closes for Christmas (mufti-day)

Thursday 21st December – End of term for Reception – Yr6 at **1.30pm** (mufti-day)

Monday 8th January 2024 – Spring Term commences

Please note that following each of our Nativities and the KS2 Carol Service there will be a silent collection in support of Shelter. Your support is greatly appreciated.

Full details of all of the above events can be seen by clicking on the link below:

[Whole School Christmas Letter 2023](#)



Annuals Charge Payment Requests 2023 / 2024

These payment requests have been released to your ParentPay account. Thank you to those families who have made their prompt payment for these requests this is very much appreciated.

Please remember that if you choose to pay in the 3 instalments (3 x £10) you must make your first payment before the end of the autumn term. A letter outlining how all details relating to this payment request was emailed out earlier this week. These letters outlined a number of options of how these monies are paid over the year.

These monies help us to support your child's learning further by planning focused learning weeks in many different including theatre group visits, workshops, cooking activities etc, all of which cost money. **All** children participate in planned activities and therefore we do ask **all** families to make their contributions in a timely manner.

Please do not get this request confused with our annual governor's payment request which will follow shortly.

Yr6 PGL Residential Trip – June 2024

Thank you to those families who have commenced their payment for this trip. If you have any queries please do not hesitate to contact the office.

All monies must be paid by **Monday 25th March 2024.**

Whole School Christmas Food Bank Collection

Please use the link below to read full details of this collection and how to register your wish to receive a 'food parcel' in confidence:

[Whole School Christmas Food Bank 2023](#)



Below you will see some direction for each year group, as we would like to provide families with a variety of items:

Nursery - Hygiene / Cleaning products

Reception - Tinned Foods / Pasta and Sauces / sweet treats

Year 1 – Pasta, Sauces, and Tinned Meats

Year 2 – Cooking Sauces - Chopped Tomatoes (Tinned)

Year 3 - Hygiene Products / Spices / Breakfast Cereals

Year 4 - Breakfast Cereals / Tins of food

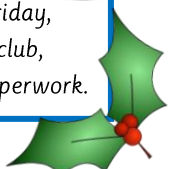
Year 5 - Sweet treats e.g. Biscuits / Tinned Meats (Tuna)

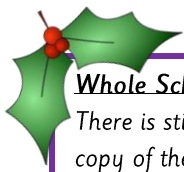
Year 6 - Tea, Coffee, Sugars, Oils, and Long life products (Milk) and Sweet treats

Any donation no matter how big or small is greatly appreciated.

Breakfast Club

This continues to run from 8-8.45am, Monday to Friday, term time only. If you would like to register for this club, please visit our website to download the required paperwork.





Whole School Tea Towel 2023

There is still time to place your order for the above. A further copy of the letter link is listed below :

[Whole School Tea Towel 2023](#)

Reception Applications

We continue to welcome applications for Reception 2024 / 2025. Our Supplementary Information Form (SIF) 2024 – 2025 can be downloaded from our website (Key Information – Admissions). Details of supporting information is included on the SIF.

There is also a link on this page to access the London Borough of Hounslow e-admissions which must also be completed.

Please remember that if you are applying to any other Catholic Primary Schools you **must** ensure that you fill in the necessary Supplementary Information Forms for each of your chosen schools.

You must also ensure that you make the necessary arrangements to meet with your Parish Priest to complete the Certificate of Catholic Practice (CCP) for each of the Catholic school which you are applying to.

For your information we require an *original* CCP be attached to your application. **Remember to check when the deadline is to your supplementary information forms and evidence to each school.**

The deadline for these applications is Monday 15th January 2024

Request for Term Time Leave

For your information **no** term time leave is authorised irrespective of your personal circumstances. We do appreciate that many of our school community – including staff and governors have family living in other countries.

The pandemic has meant that **none of us** have had the opportunity to share time with loved ones. Absences of this nature mean that school attendance dramatically reduces.

Any request for term time leave **must** be placed in writing to Mrs Duggan, Headteacher either by letter or email. As stated these will not be authorised, however **without prior written communication** from you, children can and will be marked as ‘missing in education’.

Please also note that extended term time leave could result in your child’s absence being reported to the Schools Attendance Support Service (SASS) where further actions may follow.

January 2024

Class Attendance of the Week: 16 – 29/11/2023

	Class	Attendance Percentage
	St Beatrice – 2M	97.74%
	St Ann – 3E	96.67%
	St Faustina – 6L	7.07%
	St Gerard – 6C	96.72%
	St Abigail – 2C	96.33%
	St Paul – 4S	
Below school attendance threshold	St Louise – 5G	95.48%
	St Jude – 5A	95%
	St Nicholas – 1G	94.33%
	St Patrick – 4S	94.17%
	St Gabriel – 10	92.67%
	St John – 3M	92%
	St Teresa - RM	90.65%
	St David - RB	89.50%
	PM Nursery	88.46%
	AM Nursery	87.69%

Please remember that the threshold for our school attendance is **96%** and it is important that we all work together to reach and even surpass this percentage.

Reflection- A Prayer for the First Sunday of Advent

Father,

Let your hope arise in our hearts!

Lift our eyes up to see that you alone are where our hope comes from.

Help us to shake off the anxiety, discouragements, and distractions that have filled this year.

May we pause to remember that we have hope in you.

You know the end of our stories, and we give thanks because you have promised that it will be a victorious ending.

Give us the grace we need to wrap up this year joyfully.

We invite your Spirit into this beautiful Advent season.

Renew our sense of holy anticipation!

Let us be those who are waiting eagerly for Jesus to come again.

More than anything, we ask that you be glorified in this season of expectation.

Amen.

