

St Mary Star of the Sea Catholic Primary School

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Headteacher: Mrs C. O'Rourke

Assistant Headteacher: Mr N Beaney

Friday 4th September 2026

Dear Parents and Carers,

I hope you and your families have had a wonderful summer break. We have had an incredibly positive start to the academic year, and it has been a pleasure to welcome all of the children back to school. The children have settled quickly into their new classrooms, routines and learning environments, and it has been lovely to see their enthusiasm, confidence and readiness to learn. The end of last term was a very busy one, and the staff and I would like to take this opportunity to thank you all for your kind words, support and generosity.

We would like to extend a particular welcome to the new families who have joined our school community. As we begin a new academic year, I would like to take this opportunity to remind you of some of our school policies and procedures, as well as update you on a few changes and developments.

ATTENDANCE AND PUNCTUALITY

As with the start of any new school year, I would like to take the opportunity to remind parents and carers of the importance of good attendance and punctuality.

Children need to attend school regularly and on time to benefit fully from their education. Missing lessons can leave children vulnerable to falling behind, both academically and socially. This can impact their wellbeing and create additional barriers to learning.

The government expects schools and local authorities to promote good attendance, ensure every learner has access to full-time education, safeguard children and act early to address patterns of absence. Parents and carers have a legal duty to ensure their children attend school regularly.

It is also important that children arrive at school between **8.45am and 8.55am**. This allows for a calm and positive start to the day, giving children time to settle into class, complete early morning challenges and enjoy a brief catch-up with friends and staff before the busy learning day begins.

SCHOOL UNIFORM

Please ensure that children attend school in the correct school uniform. In particular, children with pierced ears should wear simple plain stud earrings only.

We also have a pre-loved school uniform rail available in the main school entrance every Tuesday and Thursday. Uniform can be taken free of charge or for a small donation. Please do come and have a look.

Full uniform information can be found on the school website. Please use the link below to ensure that you are purchasing the correct items.

[UNIFORM](#)

WELCOME TO NEW STAFF AND STAFF UPDATES

We are delighted to welcome several new members of staff to our team:

- Kirsty Booth joins us as our School Administration Assistant.
- Imogem Delamare has a new role in our Reception Class as a Teaching Assistant.

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- Lauren Stoodley continues with us in her new role as Apprentice Teacher in Year 2.
- Eden Slidel joins Year 3 as a Trainee Teacher.
- Phoebe Evans joins us as a Teaching Assistant in Year 6.
- Lavender Brown joins us as an Individual Needs Assistant, supporting a child in Year 6.

I am sure that over the coming weeks you will have the opportunity to meet our new team members and give them a very warm welcome.

We also have some staff news to share. Over the summer, Mrs Thomson got married and is now known as Mrs Kent. A huge congratulations to Mrs Kent and her family.

Whilst discussing names, many of you will know Mrs Nazary (our SENDco). Her full surname has always been Vincent Nazary, although during her time at the school her name has often been shortened to Mrs Nazary. She does prefer to be known as Mrs Vincent, and we would appreciate your support as we all adjust to these name changes over the coming weeks.

MEET THE TEACHER

There will be an opportunity for you to come into school and meet your child's new teacher. These sessions will provide an opportunity to visit your child's classroom, learn more about daily routines and expectations, and gain an insight into the learning that will take place throughout the year. These meetings are also a valuable opportunity for parents and carers to establish positive, open and effective relationships with teachers before Parent Consultation Meetings later in the term. Strong communication between home and school is key to ensuring that every child is happy, supported and able to achieve their full potential.

Meet the Teacher Dates

Year 1

Monday 14th September at 3.00pm

Year 2

Tuesday 15th September at 3.00pm

Year 3

Wednesday 16th September at 3.00pm

Year 4

Wednesday 23rd September at 3.00pm

Year 5

Tuesday 15th September at 3.00pm

Year 6

Monday 14th September at 3.00pm

We are aware that, for a small number of parents and carers with more than one child, there may be clashes between meetings. Unfortunately, it has not been possible to avoid these. However, key information from each session will be made available on the school website, ensuring that parents and carers who are unable to attend can still access the information shared.

CONTACT WITH TEACHERS

Please remember that your child's class teacher should always be your first point of contact if you have a question, concern or information you would like to share. You can contact teachers via the school office, either by email or by requesting a meeting.

We greatly value the strong relationships we have with our families and encourage parents and carers to contact us whenever necessary. However, we respectfully ask that expectations around response times are realistic.

During the school day, teachers are teaching, supporting children and carrying out their wider responsibilities and are therefore not available to respond immediately to emails or telephone messages. Whilst teachers will always respond to parent enquiries, it is not always possible for this to happen on the same day.

In many cases, teachers need time to investigate an issue, gather information or discuss possible solutions with colleagues before providing a full response. This ensures that any information shared is accurate and that concerns are addressed carefully and effectively.

We appreciate your patience and understanding and ask that you allow reasonable time for a response. Please be assured that all queries are important to us and will be responded to as soon as possible. If a matter is urgent, please contact the school office, who will ensure that the appropriate member of staff is informed.

PTA

We are exploring the possibility of establishing a Parent Teacher Association (PTA) and would like to hear from any parents or carers who may be interested in getting involved. A PTA plays a valuable role in supporting the school community through fundraising activities, helping to provide additional resources for school projects, enhancing learning opportunities, and supporting special events and celebrations throughout the year. It is also a wonderful way for parents to work in partnership with the school, share ideas, and contribute to enriching the experiences of all our children. If you would be interested in helping to create and be part of a PTA, please contact the school office for further information.

INFORMATION AND AGREEMENTS

Over the coming weeks, the school office will be sending home a number of important start-of-year forms, agreements and communications. These documents help us to ensure that our records are accurate, that we have the correct permissions in place and that we can communicate effectively with families throughout the year.

We ask that all parents and carers regularly check correspondence from school, including emails, letters, text messages and notifications sent via our communication systems. Please ensure that any forms are completed and returned promptly.

Keeping up to date with school communications helps to ensure that you do not miss important information about your child's learning, school events, trips, clubs and key dates throughout the academic year.

Thank you once again for your continued support. I look forward to working with all of our families throughout the coming year.

Best wishes,



Mrs C. O'Rourke
Headteacher

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