

# ST MARGARET CLITHEROW ROMAN CATHOLIC PRIMARY SCHOOL

Monkswood Lane (off Monkswood Way) Stevenage Herts SG2 8QJ

Headteacher:  
Carmela Puccio BA (Hons)



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Friday 20<sup>th</sup> December 2019

Dear Parents

We have been treated with the sounds of children rehearsing for their plays and carol concerts this month. We enjoyed two wonderful plays in school and a stunning carol concert at St. Hilda's Church. I am incredibly proud of our talented children and dedicated staff! It was wonderful to see so many of you join with us to celebrate our children's wonderful talents over the last few weeks – the hall was packed, standing room only for some plays! Thank you for your support in helping the children to learn their lines and for organising their costumes. A huge thank you to the staff for the extra effort that they go to ensuring our children put on a fantastic performance.



Jesus lives in us, our families, our school, our Church, our world. Jesus is our guide, let us follow Him  
At St Margaret Clitherow School we are committed to Safeguarding Children

## Farewell and good luck to Mr Hewitt!

This term we say farewell to Mr Hewitt. We wish him well as he embarks on the next stage of his career and becomes a Headteacher of a Primary School in Hertford. We thank Mr Hewitt for his hard work during the time he has spent with us. We look forward to hearing of his future successes. Good luck and God Bless!

## Staffing Restructure

Last week we were supported by an advisor from the Diocese of Westminster to interview candidates for two Assistant Headteacher positions to replace our current Deputy Headteacher role. I am delighted to announce that we have appointed Mrs Karen Briscoe and Mrs Katie Davies (newly appointed Year 6 teacher) as our two new Assistant Headteachers. We look forward to working with Karen and Katie in their new positions after Christmas and working with them to continue to provide our children with an excellent education.

## Advent Charities – thank you!

Thank you once again for supporting People for People's Reverse Advent Calendar this year. You have donated an incredible amount of items each day and I know they will be gratefully received. The children have been paying to sign their class Christmas Card over the last few weeks. This money will be used to purchase CAFOD World Gifts and will support real and sustainable development projects in places of real need. Thank you for your support and generous contributions this Advent!



## Advent Trips

Our Year 2 class visited St. George's Church to take part in Bridgebuilder's Christmas Journey. They met various characters from the Christmas story and a great time was had by all! Year 6 travelled further afield and represented our school in The Catholic Children's Society Advent Service at Westminster Cathedral. A beautiful service that included live actors retelling the Christmas story and real life animals as well! For many children this was the first time that they had visited the Cathedral; a memorable day I am sure!

## PSFA – thank you!

An enormous thank you to our PSFA committee - Chiara, Melanie, Kebby and Kasia. Thank you also to Lisa and Hayley who have recently joined our PSFA committee. All of the team have put in so much effort this term (much behind the scenes work too) to put on the events that we have become accustomed to. This essential fundraising ensures that we are able to invest in projects that make a real difference to your children's education. The Christmas Fair was a fantastic success this year and made a profit of just over £1800. Thank you to everyone who helped in any way and to everyone who turned up on the day. You also helped us to raise £146 from the Christmas card designs – thank you once again!



## Dinner Monies

At our most recent Finance Committee meeting our Governing Body discussed the number of families that have not paid in advance for their child's school dinner and subsequently have a significant arrears on their account. As a school, it is not sustainable to have this level of debt. I will be working alongside Governors to re-write our Charging and Remissions Policy which includes debt recovery as what we have in place is not working at present. Our current policy states that school meals **must be paid for in advance**. It also states that if your account falls into arrears, the **school is not required to provide your child with a school meal** until the debt has been cleared and you must therefore either top up your account, provide your child with a packed lunch, or collect your child and take them home for lunch. The Governors are currently working on a revised Charging and Debt Recovery Policy which we will share with you once it has been formally agreed.

On another financial matter, I would also like to encourage any parent or carer whose child is entitled to a free school meal (FSM) to ensure they have registered for this benefit. In addition to your child receiving a meal, there is a Pupil Premium Grant (PPG) of £1320 per child which goes directly to the school in order to further support your child. Even if your child is in KS1 and already receives the Universal Infant Free School Meals (UIFSM) provided for all infant children, an application can still be made which could provide extra funding for the school. All information regarding FSM is held in the strictest of confidence by the school. Please visit [www.hertfordshire.gov.uk](http://www.hertfordshire.gov.uk) and select Free School Meals from the front page, or call 0300 123 4048 (during normal office opening hours) for further information.



## Parent Consultations 2020 and beyond!

After extensive discussions, Governors have decided to change the organisation of our parent consultations next year. Taking into account the wellbeing of staff and the impact of two late nights on the quality of discussions teachers can provide, parent consultations will now take place all on one day. Consultations will take place on Wednesday 25<sup>th</sup> March 2020 starting at 1:35pm and the final appointment will be at 7:35pm. There will be a short break for teachers in the middle of the appointments. Children will need to be collected promptly at 1:20pm so that teachers can set up and be ready for their first appointment. We will continue to use the ParentMail system to book appointments and you will receive information about this closer to the date.

## Message from the Governors

*As always, it has been a busy Autumn term for the Governing Body. We have welcomed two new Parent Governors, Mrs Elizabeth King and Mr Femi Akintobi; we are looking forward to working with them over the coming year. Please have a look at the Governors' page on the school website for more details on who your Governing Body are. We currently have a vacancy for a Local Authority Governor, anyone interested in learning more about what this role involves should email our clerk, Mrs Streeter at [clerk@clitherow.herts.sch.uk](mailto:clerk@clitherow.herts.sch.uk).*

## A message from the Finance and Personnel committee –

*The Finance and Personnel committee has been looking at the Pupil Premium Grant (PPG) and*



how best to spend the funding we are allocated. A detailed look at this is available on our website. If you think your child is eligible for this funding, which is also known as Free School Meals, and would like to find out more information, please contact Miss Puccio who will be more than happy to help with this or see the information above.

#### A message from the Health and Safety committee –

This committee continues to work hard to ensure the health and safety of children, staff and parents in school. One concern this committee continues to have is the safety of children in the Stevenage Borough car park. We have invited a Health and Safety representative from the Local Authority to visit school during the morning drop off in order that he offers advice on keeping the children safe, we look forward to sharing this with you in the new year.

I know you will all join me in thanking Miss Puccio and her whole team who have worked tirelessly this term. Thanks also goes to Mr Hewitt, we wish him well in his new role as Headteacher. Thanks also go to our wonderful PFSA who have raised an amazing amount this term – a huge thank-you from us all!

Finally, on behalf of the Governing Body I would like to wish you and your families a very peaceful Christmas, we look forward to working with you in the New Year.

#### **Car Park**

Please remember to only park in marked bays in the Stevenage FC Car Park. Please also ensure you walk with your children when moving through the car park; I have seen a number of children walking far ahead/behind parents in the mornings and at drop off. Huge thank you to the parents that continue to park and stride daily.

#### **School Dates 2020/21**

Please note that our school dates for 2020/21 are now available on our school website. Please be aware of these dates when making plans for holidays.

#### **Rising Stars after school clubs 2020**

Please remember that all Rising Stars after school club bookings must be made online via Rising Stars' website [www.risingstars-online.co.uk](http://www.risingstars-online.co.uk)

Finally, may I take this opportunity to thank all our families for their support throughout 2019. May I also thank our dedicated staff team and governors for their commitment and enthusiasm. We are certainly blessed with a beautiful community that we can all be so very proud of. I wish you all a very happy and holy season with much fun, celebration, laughter and family times. Merry Christmas!

*Puccio*

Carmela Puccio  
Headteacher



**Important dates this term (dates and times subject to change – please check our website)**

Mon, 6<sup>th</sup> January INSET Day (no school for children)  
Tues, 7<sup>th</sup> January Return to school (8.45am)  
Wed, 15<sup>th</sup> January Reception Applications close  
Fri, 14<sup>th</sup> February Finish for Half Term (3.30pm)

*Mon, 17<sup>th</sup> – Fri, 21<sup>st</sup> February  
Half Term*

Mon, 24<sup>th</sup> February Return to school (8.45am)  
Wed, 26<sup>th</sup> February Ash Wednesday Mass (2pm)  
Thurs, 12<sup>th</sup> March Whole School Lenten mass (9.30am)  
Wed, 25<sup>th</sup> March Parent Consultations (1:35pm – 7:35pm)  
Tues, 31<sup>st</sup> March Year 3&4 Easter Play (9:30am)  
Fri, 3<sup>rd</sup> April Finish for Easter Break (1.45pm)

*Mon, 6<sup>th</sup> April – Fri, 17<sup>th</sup> April  
Easter Break*

Mon, 20<sup>th</sup> April Return to school (8.45am)

