



*St Thomas of Canterbury Catholic Primary School*

# *Reception Parent Information*

*January 2026*



# Our School Values

respectful

inclusive



spiritual

curious

Our children of  
St. Thomas of Canterbury  
are ...

responsible

resilient



# *The Reception Team*

❑ **Mrs N Foley** - Year Group Leader & RF teacher

❑ **Miss K Sharomi (Miss Kemi)**- Class RS teacher



❑ **Mrs Islam and Mrs Camara** Reception support staff

❑ **Miss S Pellat** - SENCo

❑ **Mrs M Cuff** - Inclusion Manager





Your child's Class Teacher knows them best so should be the first point of contact. From 8:40am staff are working with children, so please speak to the teacher at the end of the school day.



If you have a further query, make an appointment to speak to the Year Group Leader.



# Communicating with the school

Call the school office who may be able to answer your question immediately or pass a message to the relevant member of staff.  
01375 375826

Email or call the school office to request to meet with a member of staff.  
[admin@stthomasofcanterbury.thurrock.sch.uk](mailto:admin@stthomasofcanterbury.thurrock.sch.uk)

Talk with any of our Senior Leaders:  
Mrs Coppin  
Mrs Smith  
Ms McAnally

Send in a note with your child.

Speak with the staff on the school gate at the beginning or the end of the day.

Email the class teacher.

Or the Headteacher  
Mrs Poulteney





# Attendance and Punctuality



It's fine to send your child to school with a minor cough or runny nose. If they are unwell during the day, we will call you to collect your child.

## Punctuality

**8:40** - School gates open.

**8:55** - The school day begins.

All children should be seated in class by this time.

**3:10** - Parents arrive to collect.

**3:15** - School day finishes.

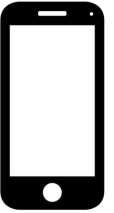


# Absence Procedures

If your child is absent for any reason, you should contact the school office by telephone before 9:00am on the first day of absence. You will be expected to provide an explanation for the absence and an estimate of how long the absence will last, e.g. one school day.

## UNAUTHORISED ABSENCE

Where a pupil reaches the national threshold of 10 sessions (equivalent to 5 school days) of unauthorised absence in a rolling period of 10 school weeks, the school will consider whether a penalty notice is appropriate. Each case will be considered individually to determine whether a penalty notice or another tool or legal intervention should be used to improve attendance.



A fixed penalty notice will be applied for in line with the LA's code of conduct and the DfE's 'Working together to improve school attendance' guidance.

Penalty notices for unauthorised absences will be charged at £160, reduced to £80 if paid within 21 days.

Where attendance still does not improve following a fixed penalty notice, the school will work with the LA to take forward attendance prosecution as a last resort.





# Uniform - Spring term

## BOYS

- White shirt
- School tie
- Grey V-necked jumper (preferably with the school logo)
- Grey trousers
- Grey socks
- Black shoes (not trainers)
- St Thomas's School blazer (optional)



## GIRLS

- White shirt or blouse
- School tie
- Grey V-necked cardigan (preferably with the school logo)
- Grey skirt or pinafore
- Grey socks / tights
- Black shoes (not trainers)
- St Thomas's School blazer (optional)



**COATS SHOULD BE BLACK OR NAVY. CHILDREN SHOULD HAVE A ST THOMAS'S BOOK BAG.**



# PE kit

## REMINDER

Reception's PE day is Tuesday.

Your child should wear their PE kit to school on their PE day.



**Children should wear their school tracksuit for PE during the Spring term.**

**If the weather is warm towards the Easter break, they can wear their blue T-shirt and red shorts.**

**Any child without a school tracksuit should wear a plain dark coloured tracksuit instead.**

**No earrings to be worn on PE days.**

**Children should wear black plimsolls or plain black trainers on their PE days.**



Information about all school uniform can be found on the school website:

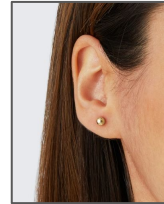
<https://www.stthomasofcanterbury.thurrock.sch.uk/page/?title=Uniform&pid=1831>





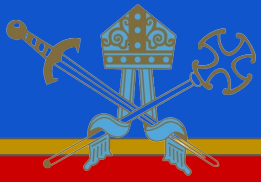
# *Hair/Accessories*

- Hair accessories must be kept to a minimum and should be in school colours
- Hair braids should be natural hair colours.
- One small stud earring per ear.  
(Children must not wear earrings on PE days.)



**Please ensure that all your child's clothing is marked with his/her name.**  
**We are not responsible for items of clothing which go missing.**

Lost property is located in a black box outside of the main office.



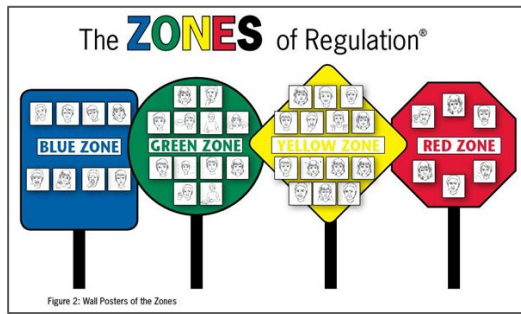
# Behaviour

## Expectations

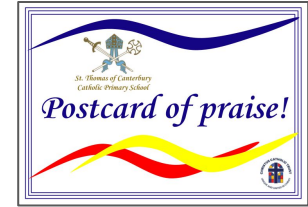
We believe that, in order to facilitate teaching and learning, acceptable behaviour must be demonstrated in all aspects of school life. The school is committed to:

- Promoting desired behaviour.
- Promoting self-esteem, self-discipline, proper regard for authority, and positive relationships based on mutual respect.
- Ensuring equality and fair treatment for all.
- Praising and rewarding good behaviour.
- Challenging and educating misbehaviour.
- Providing a safe environment free from disruption, violence, discrimination, bullying and any form of harassment.
- Encouraging positive relationships with parents.
- Developing positive relationships with pupils to enable early intervention.
- A shared approach which involves pupils in the implementation of the school's policy and associated procedures.
- Promoting a culture of praise and encouragement in which all pupils can achieve.





# Zones of Regulation



We believe in a preventative approach, where children are treated with respect and where sanctions, when applied, are consistent.

## Rewards for good behaviour at St Thomas's include:

- Verbal praise
- Communicating praise to parents
- House Points and stickers
- Certificates linked to our school values
- Prize ceremonies and special assemblies





# Introducing Miss Pellat, our SENCO



Hello, my name is Miss Pellat and I have been working at St. Thomas' since April 2025. I have been teaching in England for more than 20 years and I have successfully completed my National Award for SEN Coordination in 2017. I have a passion for supporting all children to access the curriculum and to make progress, promoting Inclusion and ensuring they have the right support in place when needed.

I am here to provide a link between home and school, supporting you with:

- discussing concerns and identifying and assessing your child's needs
- developing and implementing a support plan with class teacher's input
  - meeting and reviewing annually your child's EHCP
  - providing guidance and support about SEN
- coordinating with external agencies and making referrals when necessary.

Please feel free to approach me if you see me around school or liaise with the class teacher. You can phone or email the office to arrange a suitable time to meet:

[admin@stthomasofcanterbury.thurrock.sch.uk](mailto:admin@stthomasofcanterbury.thurrock.sch.uk) 01375 375826

I look forward to working with you!



# Introducing Mrs Cuff, our Inclusion Manager



Hello, my name is Mrs Cuff and I have been working at St. Thomas' since September 2024. Previously I worked for Treetops School as a classroom Instructor. I have worked with children with varied Special Educational Needs in all key stages, for 18 years. I have a passion for supporting children reach their full potential.

I am here to lead and manage the school SEN provision working with staff, parents and external agencies to create a welcoming and effective learning environment for all. Providing tailored support and creating an inclusive learning environment.

Please feel free to approach me if you see me around school, alternatively you can email me to arrange a suitable time to meet.

Please email [mcuff@stthomasofcanterbury.thurrock.sch.uk](mailto:mcuff@stthomasofcanterbury.thurrock.sch.uk) or telephone the school office on 01375 375826 or speak with the class teacher.

I look forward to working with you!



# Introducing Miss Pritchard, our Family Support Officer

Hello, my name is Miss Pritchard and I have been working at St. Thomas' for 5 years. Previously I worked with the local Family Hub, supporting parents in their home environment to help settle their child and prepare them for school. I am passionate about helping every child thrive by supporting families with practical strategies and guidance. My role is to provide a strong link between home and school, working closely with you to support your child's development and wellbeing.

Some of the areas I can support you with include:

- Bedtime routines
- Setting boundaries
- Healthy eating

Please feel free to approach me if you see me around school, alternatively you can email me to arrange a suitable time to meet.

Please email [cpritchard@stthomasofcanterbury.thurrock.sch.uk](mailto:cpritchard@stthomasofcanterbury.thurrock.sch.uk) or telephone the school office on 01375 375826. Alternatively speak to your child's class teacher.

I look forward to working with you and your family!





# Introducing Miss Judd, our Safeguarding Officer



Hello, my name is Miss Judd and I joined St Thomas's school community in September 2025. Previously I worked for Hassenbrook as a pastoral support manager, providing support to both students and parents/carers on a daily basis.

I am here to provide a link between home and school, supporting you with strategies such as:

- Bedtime routines
- Setting boundaries
- Healthy eating

Please feel free to approach me if you see me around school, alternatively you can email me to arrange a suitable time to meet.

Please email [njudd@stthomasofcanterbury.thurrock.sch.uk](mailto:njudd@stthomasofcanterbury.thurrock.sch.uk) or telephone the school office on 01375375826 or speak with the class teacher.

I look forward to working with you!

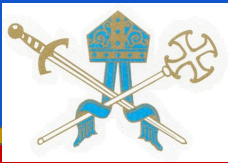


# Religious Education

Some parents have asked for more information on what Religious Education consists of at STOC.

Christ is at the centre of everything we do in school, as a Catholic School we;

- pray together at the start of the school day, before and after lunch and at the end of the day
- come together weekly for Celebration of the Word led by a member of staff
- share in class-led Celebrations of the Word over the academic year
- sing and learn new hymns in our musical celebration of the word
- provide children with the opportunity to lead on collective worship within the class based around Scripture
- offer opportunities for spontaneous prayer with prayer areas around the school
- share Advent and Lent bags with families so they can celebrate at home too
- have Faith Councillors in every class
- celebrate both Mass and other services such as Ash Wednesday
- invite Fr Paschal to come in and talk classes in different year groups about topics they are studying
- portray the Nativity and Easter Passion with performances in school for the community
- support the community and fundraise for charities, donating to food banks and clothes banks.



# Our learning this term - Religious Education

2 RE lessons per week

Spring Term - themes and topics

In Reception, we will cover the topics of Galilee to Jerusalem in Spring 1. This will be followed by Desert to Garden, where we will be exploring Lent and the key events of Holy Week.



- Celebration of the Word
- Musical Celebration of the Word

Mass is celebrated regularly at school and church for the whole school and individual year groups. All parents welcome to attend.



We learn, achieve and love following Jesus.





# Our learning this term

Throughout the Spring terms, this is what we will be covering:

Literacy English: Our topic in Spring 1 is Space and our books and writing will be around this focus area. Our books are:



Spring 2: Our topic will be minibeasts:



Maths: Our focus areas will be subitising, discovering how numbers are composed, for example: 5 is made from 1 and 4 and comparing numbers using 'more than/fewer than'.



# Our learning this term

Science: In Spring 1 we will be looking at day and night, space and planets, and famous astronauts from the past.

Spring 2: We will learn about life cycles and making observations about animals.



## MINIBEAST HUNT



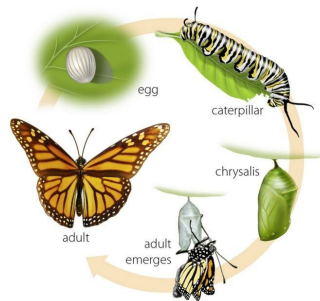
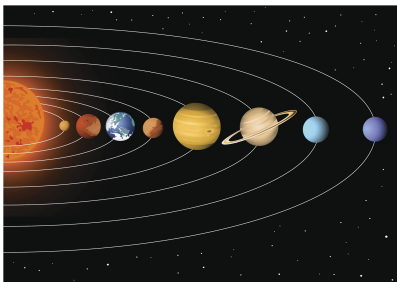
CATERPILLAR  BEE  WORM



SLUG  LADYBIRD  SPIDER



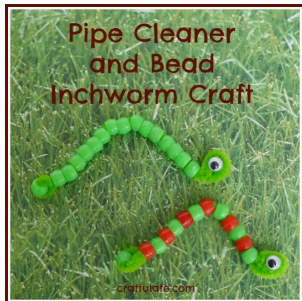
BUTTERFLY  BEETLE  SNAIL





# Our learning this term

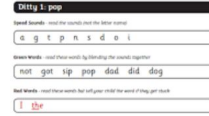
Expressive Arts & Design: We will explore colours, join different materials and create stories with our small world animal sets and dolls houses.





# Reading

Becoming a fluent, skilled and attentive reader starts at the earliest stages. Therefore, making sure that children become engaged with reading at the earliest opportunity is one of the most important ways to make a difference to their life chances.



I got pop  
dad got a sip  
the dog did not



Library books are changed weekly as well as sound blending books, Phonics I Ditty sheets. Please listen to your child read every day (Phonics books) and leave a comment in his/her reading record. Library books are for you to read to your child.



# Homework



We have been sending out virtual classroom Phonics sounds for the children who are still learning initial sounds.

Reception children will receive 5 high frequency/sight words/red words in their tub each week. Please allow them to look and say these words each evening, just like they did with the initial sounds. Remind them if they are unsure what the word says. We want the children to recognise these words on sight, as many are not blendable/decodable e.g: 'the'. However, they are the most commonly used words in books.

Weekly homework will be set on 'Evidence Me' on a Friday afternoon. Usually, for your convenience we send sheets in homework folders too. Please take the time to support your child with this homework and take photographic or video evidence which you can send to your class teacher on the 'Evidence Me' app or if it is paper based please return by Wednesday of the following week.



evidenceme

Your learning stories  
platform



# *How to support your child at home*

- Children should read their tub words and book/ditty sheets daily.
- By the end of Autumn 2, children should form letters, starting and finishing in the correct place. Please use the video on Evidence Me and the handwriting booklet if this is still something your child is working on.
- We would like all children blending 4 letter real and alien words (including the sounds sh,qu,th, ch, ss,ll, ff, zz, ng, nk) by the end of Spring 1 and then 5 letter words by the end of Spring 2.
- Children should use their 'fred fingers' to attempt to spell using their set 1 sounds and begin forming short phrases or sentences now.
- Please support your child to recognise on sight the Numbers in their tub (out of sequence). Show them a number card and ask them to count out that many objects. You can extend this by asking them 'what is 1 more/less than. Can they order numbers smallest to largest?

## Special Friends

Can you find the special friends in these words?

bang	quit	chip	sing
shop	chat	wish	think
back	wing	with	chin
this	chop	thing	wink





# Forest School



Forest School is a fun and adventurous way for children to learn outdoors. It helps build confidence, teamwork and problem-solving skills while letting children explore nature. Pupils will learn how to use tools safely, care for the environment, and, most importantly, have lots of fun, including fire safety and even enjoy some outdoor cooking in a safe, controlled environment.

During the year, each class will have a series of sessions, led by a qualified Forest School coordinator, during school hours at a scheduled time each Friday, in our dedicated Forest School outdoor learning area. Your child needs to wear their school PE kit for the duration of the sessions. Since Forest School happens in all weather (unless it is extremely windy or icy), please make sure your child has:

- PE kit tracksuit with long trousers and jumper or PE jacket
- A waterproof coat for rainy days and warmer coat in winter
- School jumper can be worn for extra layers in winter
- Trainers (wellies or boots on rainy days\*)



\* As our Forest School area is quite sheltered, trainers will be suitable to be worn most of the time, however school staff will always notify parents in advance if wellies or boots are needed for particularly wet weather.



# *Educational Visits*



Mobile zoo visiting in Spring 2, Tuesday 25th February. We have arranged for a company to visit Reception to enable our children to see and handle animals. This will kick off our Minibeast topic.

**Please note that if we do not receive sufficient contributions towards educational visits, then they may have to be cancelled.** Payments are made via Arbor. Consent must be given for every child before we can allow them to participate. Verbal consent is **not** accepted for children to take part in any activity.





# *After school clubs*

We are delighted to offer a wide range of after-school clubs this academic year, details of which are sent out at the beginning of each term.

Parents/carers can also access Jules et Lis before and after school clubs, run by an external provider. Details can be found on <https://julesetlis.co.uk/>





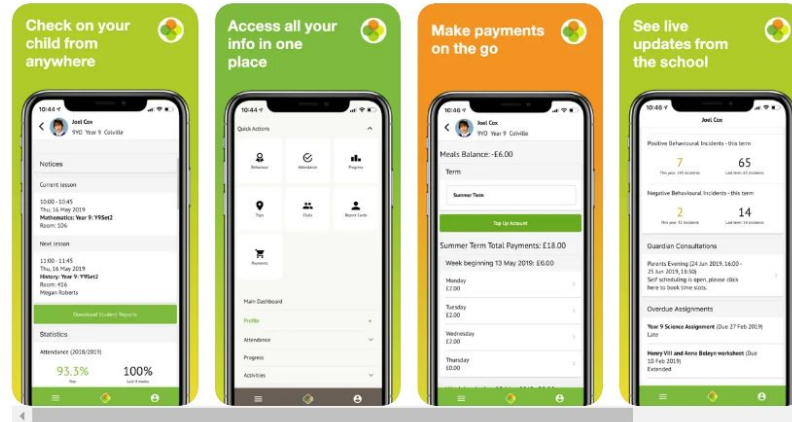
# Arbor

All correspondence, payments, club bookings and consent for trips will be sent electronically through Arbor.



**Arbor** 12+  
Parent & Guardian Portal  
Arbor Education Partners  
Designed for iPhone  
#17 in Education  
★ ★ ★ ★ 1.4 + 761 Ratings  
Free

iPhone Screenshots





# Dates for your diary



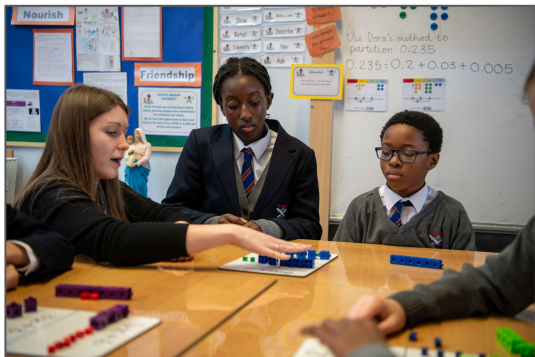
St Thomas of Canterbury Catholic Primary School  
Term Dates Academic Year 2025-2026



September 2025							October 2025							November 2025							December 2025						
M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S
									1	2	3	4	5														
	2	3	4	5	6	7	6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14
8	9	10	11	12	13	14	13	14	15	16	17	18	19	10	11	12	13	14	15	16	15	16	17	18	19	20	21
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22	23	24	25	26	27	28	27	28	29	30	31			24	25	26	27	28	29	30	29	30	31				
29	30													24	25	26	27	28	29	30	29	30	31				

January 2026							February 2026							March 2026							April 2026						
M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S



# Trauma Perceptive

## Practice:

*Understanding behaviour and supporting emotional wellbeing.*



# Embedding phase of Maths Mastery



*St. Thomas of Canterbury  
Catholic Primary School*

# New Religious Education Directory:

*KS1 implementation complete. Now focusing on KS2.*



# Active Learning:

*Forest School*



# Implementation of the new Religious Education Directory

## To know You more clearly

The Religious Education Directory  
for Catholic Schools, Academies and Colleges  
in England and Wales



Religious  
Education  
Directory

We have begun to deliver lessons from the programme of study featured in the new Religious Education Directory (RED) entitled *To Know You More Clearly*. This new RE curriculum was launched in EYFS & KS1 last year and is being introduced to KS2 this academic year.

The six themes, or “branches” of the new curriculum are built around the liturgical calendar. The aim of the updated RED is to enable pupils to become more religiously literate so that they have the knowledge, understanding and skills to reflect spiritually, think ethically and theologically, as well as recognise what religious commitment demands in everyday life.





**St. Thomas of Canterbury Catholic Primary School**

Ward Avenue, Grays, Essex, RM17 5RW

# PARENT VOLUNTEERS

Are you able to listen to children read?

Help with educational visits?

Help with school displays?

Assist with whole school events such as

Cultural Diversity Day or Sports Day?

**WE WOULD APPRECIATE YOUR HELP**

Please collect a form from the office.



# Follow us!

[St Thomas of Canterbury Primary School Grays Facebook Page](#)





# *Parent Heritage Come and join us!*

## St. Thomas of Canterbury's Parent Heritage Group

Welcome to St Thomas of  
Canterbury's Parent Heritage Group!

Parents and carers will have the opportunity to discuss how our school supports the diverse heritages and multi-cultures within our school. We would like to hear your suggestions about how else we can embrace all aspects of our diverse community.

**Everybody welcome!**

**Dates to be confirmed...**



### What we aim to achieve:

- Working together as a school/home community to celebrate our diverse cultures across the school.
- Planning cultural days: traditional clothing, traditional music, traditional stories.
- Ways in which the school can support families in celebrating diversity.
- Your ideas for what you would like to see implemented/how you would like to take part and support the children.

**If you  
would like  
to join our  
Parent  
Heritage  
Group,  
please  
contact  
Mrs Foley,  
class RF**



# Friends of St Thomas' Come and join us!

**Mrs Foley**, our Community Involvement Lead, is leading the establishment of the Friends of St. Thomas of Canterbury.

If you would like to be a part of this parent support group, who come together to help raise much needed money for our school, you can contact our email address: [friendsofstoc@stthomasofcanterbury.thurrock.sch.uk](mailto:friendsofstoc@stthomasofcanterbury.thurrock.sch.uk)

We got together to organise the tea, coffee and sweet treat sales after the Nativities, concerts, Easter passion plays and parents evenings. We've held break the rules days (non-uniform days) as well as many raffle sales for Valentines, Mother's Day and Easter. We will be arranging: fetes, discos, and other fundraising events **if we get enough volunteers**.

If the only way you are able to support the school is by purchasing the things we have for sale, such as raffle tickets, cakes and coffees, this is still really valuable to help us raise funds!

**Meet Arley, who you can contact for pre-loved school uniform;**

