



St Paschal Baylon Catholic Primary School

Following In The Footsteps Of Christ

5th September 2025

Dear Parents/Carers,

Welcome back

I hope everyone had a lovely summer and managed to enjoy the good weather! I would like to welcome back all of our children and also give a special welcome to our new children in Reception. It has been so wonderful to see how well they are already settling into our school. I am sure you will all really enjoy your time at St. Paschal Baylon and have an exciting year. It has also been great to see so many smiling faces across the whole school all week!

For any of our families who had a child leave our school in July, I hope the first week in secondary school has been an enjoyable experience for you all. I have every confidence that your children are already adding so much to their new school!

A few reminders:

School Uniform

All of the children look really smart in their new uniforms! Thank you to everyone who ensured that their children returned to school looking so smart.

A few reminders:

- Boys only wear shorts in the Summer term. Trousers should be worn in the Autumn and Spring terms.
- Hair at shoulder length or longer needs to be tied back. (Boys and Girls.)
- Only small, plain stud earrings can be worn.
- Plain black shoes.

As always, thank you for your co-operation on this matter.

Attendance

The Government have a target that every child in the country has a minimum attendance of 97%.

You may also be aware the Government requires schools to measure attendance by 'Persistent Absenteeism', which is defined as the number of times your child is absent during the year.

A pupil who is persistently absent, is one who misses 10% or more of their schooling **for any reason**, from the beginning of the school year to the end of any given half term period as indicated on the next page.

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St Paschal Baylon Catholic Primary School
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Terms	Number of days off school
September – October	3.5 days
September – Christmas	7 days
September - February	10 days
September – Easter	12.5 days
September – May	15.5 days

Morning and end of school arrangements

All children arrive at school between 8.30am and 8.45am. Any child arriving after 8.45am has to be classified as late. **Both gates will close at 8.45am.**

Children from Year 1 – Year 6 can enter the school using either gate.

Children in Reception will use the gate on the school yard from Monday 8th September when they begin full time.

End of School Day:

Staff will be available to direct parents/carers if needed.

Year Group	Time	Where to collect
Reception	3.00pm	Wooden Gate by Reception on the back yard
Year 1	3.00pm	Back of the school (Y1 door at the end of path past the hall)
Year 2	3.00pm	Miss Cardwell – Main Hall: front of school Miss Wilson – New hall: left side of school
Year 3	3.00pm	Y3 classroom doors front of school (Left of hall)
Year 4	3.00pm	Y4 classroom doors front of school (Right of hall)
Year 5	3.00pm	Y5 classroom doors back of school (First set of doors on the left)
Year 6	3.00pm	Year 6 classroom doors by the steps on back yard

Reception Pick-up

Starting on Monday all of our Reception children will be leaving at 3.00pm. This means that it will take twice as long as it has this week to safely dismiss all of the children. The process of collecting all children in Reception at the end of the day does take approximately 10 minutes. This will speed up over the coming weeks and months as the staff begin to recognise all parents/carers. If the queue is already quite large when you arrive and you have other children in our school, it could be worth picking them up first and then come back to join the queue. We thank you in advance for your patience, particularly if it is raining!

I hope you all have a restful weekend.

Yours sincerely,
Mr E. Flood
Headteacher

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