

ST VINCENT'S CATHOLIC PRIMARY SCHOOL

Headteacher: Mrs A Harrop MEd NPQEL
Orchard Road
Altrincham
WA15 8EY

Email: admin@stvincents.trafford.sch.uk
Web: stvincents.trafford.sch.uk
Tel: 0161 911 8040
Twitter: @StVincentsPr



Friday 5th September 2025

HEADTEACHER'S NEWSLETTER

Dear Parents,



Welcome to 2025-2026 academic year. I hope that you enjoyed spending time with your family over the summer break. I would especially like to welcome our new Reception children and parents to the St Vincent community. We are delighted that you have joined our St Vincent family.

We are settling well into the new school year, and everyone has been busy getting to know school routines. We are sure that this year is going to be an exciting year, full of new experiences and exciting learning challenges.

Prayer for the start of term

*Lord God, bless our school as we enter a new academic year.
May ours be a community of welcome and hope.
Watch over our pupils, so that they grow in understanding and love.
Encourage our staff, so that their service reveals your generosity and mercy.
Inspire our leaders, so that their actions show your wisdom and justice.
Loving Father, through the Trinity, you teach us the importance of relationships,
Help us work together to accomplish your mission:
That all your children may have life to the full.
Amen*

PARENT CURRICULUM MEETINGS



Each year we hold year group curriculum meetings for parents. During the meeting the class teachers will talk through the curriculum content for the year and activities the children will do. This is a good opportunity to meet your child's class teacher and learn about how we can work together to support teaching and learning.



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Date	Year Group	Time of meeting	Location
22/09/2025	Year 5	4:30 - 5:15pm	Junior hall
22/09/2025	Year 6	5:15 – 6pm	Junior hall
24/09/2025	Year 3	4:30 – 5.15pm	Junior hall
24/09/2025	Year 4	5:15 – 6pm	Junior hall
25/09/2025	Reception	4:30 – 5:15pm	Infant hall
25/09/2025	Reception/Year 1 Phonics Workshop	5:15 – 5:45pm	Infant hall
25/09/2025	Year 1	5:45 – 6:30pm	Infant hall
25/09/2025	Year 2	6:30 – 7:15pm	Infant hall

ATTENDANCE AND PUNCTUALITY



Please ensure your child arrives at school before the morning bell 8:45am infant department and 8:40am junior department. This facilitates a calm and prompt start to the day.

We want our children to have excellent attendance and achieve well. Please note that we do not authorise holidays in term time. Please refer to our term dates on this link before booking a holiday to ensure it is booked within the half term holiday: [Term dates 2025-26](#)

Please also note that we do not permit children to leave school early to travel.

As part of our safeguarding procedures, if your child is too poorly to attend school, please notify the school office by phoning 0161 911 8040 or emailing admin@stvincents.trafford.sch.uk to report the reason for absence.

Please note that all routine, non-urgent medical appointments such as the dentist and opticians should be made outside of the school day.

SCHOOL TIMINGS REMINDER

The school day is as follows:



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	Infant Department	Junior Department
Classroom doors open	8:45am	8:40am
Morning bell	9:00am	8:55am
Afternoon bell	3:30pm	3:25pm

Children may enter their classrooms as soon as the door opens. There is a morning activity for the children to start at this time to help them settle into their classroom. This arrangement also eases playground and traffic congestion in the morning.

At the end of the day, we ask children and parents to make their way to the exits by 3.45pm so that our site manager can lock the gates to ensure the site is secure. Children are not permitted to play on school playground equipment or field after school. Other activities take place after school, and we need to site to be cleared and secure as part of our safeguarding arrangements.

PARK AND STRIDE



Keeping safe by reducing congestion - Park and Stride

Many parents park and stride to school by taking advantage of the 3 hours free parking in Tesco carpark. Parents can park for free, then walk to school and enter school via the Balmoral gate.

There are many benefits to walking to school. It helps children learn road safety skills ready for when children begin to walk on their own. Walking together also gives children a chance to exercise, talk and notice the world around them. Children then arrive at school feeling refreshed and ready to learn.

As our main school entrances are on cul-de-sacs, we ask that cars do not drive down Orchard or Osborne Road so that our children are not put in any danger. Please note that Orchard and Osborne Road are resident permit parking only between the hours of 9.30am and 3pm, and keen traffic wardens are regularly on patrol.

SCHOOL ENTRANCE GATES

As a reminder, parents can enter school through any school gate. We have gates on:

- Orchard Rd
- Osborne Rd
- Balmoral Rd
- Stockport Rd at the end of the ginnel next to the golf course.

Please note that we do not permit dogs on site apart from assistance dogs.



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SAFEGUARDING CHILDREN WITH ALLERGIES



We have several children in school with severe allergies. To keep our children safe, it is crucial that none of the below are brought into school:

- Nuts
- Seeds (including sesame)
- Lentils
- Chickpeas (including gram flour)
- Peas (including pea protein and pea flour)

We must ensure that all foods offered to children are safe to eat. Children could have an anaphylactic reaction if they eat or have contact with the foods listed above.

We need your help to keep children safe by:

- Ensuring children only eat their own food; please let your child know that touching food or swapping food may make other children poorly
- Ensuring that your child is reminded to wash their hands with soap thoroughly every time after eating so they don't get any crumbs/splashes on anything in the classroom
- Talking to your child about allergies.
- Ensuring that you don't send cake or sweets into school for birthdays

SCHOOL MEAL PAYMENTS

We serve delicious meals prepared and cooked on site. The menus can be found on our website. Infant meals are free and funded through the government initiative Universal Infant Free School Meals (UIFSM).

The government does not fund the meals in the junior department, so parents are required to pay £3.05 per meal. Please note that payments must be made via ParentPay **prior** to the half term. The funds need to be in the lunch account before a meal can be accessed. Parents also have the option of paying in full for the whole term or year if they wish.

Meal payments for children in Years 3 - 6 for each half term are as follows:



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Autumn 1 £115.90	Spring 1 £91.50	Summer 1 £73.20
Autumn 2 £103.70	Spring 2 £88.45	Summer 2 £106.75

Please follow this link to pay: [ParentPay - Leading Cashless Payment System for Schools](#)

HEALTHY EATING SNACKS



Reception and infant children receive a government funded piece of fruit each day for their break time snack. The government does not fund fruit for junior aged children. Children in the junior department are encouraged to bring a piece of fruit to school for their mid-morning snack. In line with health eating, we discourage processed snacks.

We have noted that some parents ask to give out treats to their child's class on their birthday. Whilst this is a kind gesture, over the year this can add up to lots of sweets and is not in keeping with safeguarding against allergies and our healthy eating approach. We have several children with severe allergies or dietary requirements. For this reason, and in line with many other schools, we ask parents to refrain from giving out sweets. This is also in line with our school Nursery and Sunshine Club policy.

We offer an open door to parents. If you have any questions about school life, please liaise with your class teacher. Mrs Farrell (infant deputy), Mrs Sutton (junior deputy), and I are also available to work in partnership with you.

Yours sincerely,

Mrs A Harrop
Headteacher