



St Hugh of Lincoln Catholic Primary School

In faith and love, we learn and grow.

Weekly Newsletter

5th September 2025

Dates for the diary

September

11th Meet the teacher session

Session 1: 3.30pm – 3.50pm

Session 2: 4.00pm – 4.20pm

14th Education Sunday 9.30am Mass

26th 9am Commissioning Service

for Year roles of responsibility. Y6
parents are welcome to attend.

29th Harvest Assembly – we are
collecting for Woking Food Bank. Details
about what you can donate will follow.

October

3rd INSET day

10th 9am Y6 Class Mass in school

Y6 parents welcome to attend.

13th October Parents book looks in
school hall

21st Parents Evening on school Cloud
3.30pm-6pm

23rd Parents evening on School Cloud
3.30pm-6pm

24th 4pm Colour Run

27th-31st Half Term break

November

7th 9am Y5 Class Mass

11th Remembrance Service in Knaphill

21st 2.49-3.10 YR Learn and Share
session for parents

23rd Choir singing at 6pm Mass

24th Assessment Week

December

1st School Closure St Francis Xavier
Feast

5th KS2 Advent Reflections in church

19th End of Autumn term 1pm finish

Mrs Grace



Dear parents and carers,

It was an absolute pleasure to welcome the children and all of you back to school yesterday morning. The children have come in with confidence, smiles and an eagerness to get down to learning.

We have been reinforcing our core school values—**Ready, Respectful, Safe**—through the use of **Recognition Boards**, a strategy based on *positive noticing* by all staff members. When children demonstrate these values, their names are added to the board. This is not a reward system, as such systems can foster competition; instead, it promotes **collaboration**, encouraging pupils to work together so that the entire class is recognised. Building on this approach, we are introducing a **Whole School Recognition Board**. Children will receive stickers for positive behaviour at lunch and break times which they can place on the board. Once the school reaches the target number of stickers, we will celebrate with a **whole-school treat**. This initiative was shared with the children during assembly, and it was met with enthusiastic support.

This newsletter includes some very useful information about our expectations which require your support. These things help the children to feel included. Thank you for your continued support for which we are all very grateful.

Have a great weekend everyone! God bless. Mrs Grace.



Reminders

Uniform

Earrings

We have noticed that some children have returned to school wearing earrings. As stated on our school website, *'Children are not allowed to wear jewellery, including earrings or studs.'*

In line with Surrey County Council guidelines, no jewellery may be worn during PE lessons even if it is taped up. This is because it is not safe. Plastic earrings are not permitted for the same reason.

If you wish to have your child's ears pierced, please do so at the start of the summer holidays so that they can be removed before the return to school in September.

Hair

Long hair must be tied back. Hair accessories must be plain, 'soft', and in school colours (red or white).

Jewellery

A plain analogue watch may be worn by children in KS2, if they can tell the time. We do not allow fit bits or step counters or any other form of digital watch to be worn.

Nail varnish, wristbands, temporary tattoos and friendship bracelets are not permitted.

Pencil cases

Please ensure your child has a **transparent pencil case with no design on it**. Please also provide the following resources : handwriting pen with blue ink e.g. manuscript brand (**not a biro**), biro with purple ink for editing, pencil, 30cm ruler, rubber, sharpener, glue stick, whiteboard pen and a small selection of coloured pencils, no felt tips.

Some children have started to bring in alternative pencil cases. If they don't have an appropriate pencil case, we will provide one (and charge parents on scopay) as we will be keeping a small stock in the school office. Bulky pencil cases simply do not fit inside the trays under desks and have caused distress to children.

We will also keep a small stock of some other resources such as handwriting pens and glue sticks which we will give to children when they run out and then charge parents via Scopay.





New improvements to our school

Thank you for supporting our fabulous 'Friends of St Hugh' who lead the fundraising effort to pay for a wonderful and safe new surface under our table tennis tables and our outdoor gym. Thank you, Mr Scalzo, for working so hard over the summer to make our school clean and fresh with your decorating inside and outside the school. Thank you, Miss Butler and the children from our RE Committee, who created the beautiful new painting of Jesus on the cross which is now proudly on display in our school hall (see next page).



Information Board

Education Sunday 14th September at 9.30am Mass St Hugh of Lincoln Parish Church

We would like as many children as possible to attend this Mass to celebrate Education Sunday. If your child will be present at the Mass and would like to read a bidding prayer, or take part in another way, then please could you email the office to let Mrs Grace know. We will try to include as many as possible. Please could children wear their school uniforms to show their pride in their school. Thank you



The Crucifixion painted by Miss Butler, designed by The RE Committee and the whole school.

Information Board

Parking at The Surrey and Wickes

We are very lucky to still have the privilege of being able to park in neighbouring car parks.

The manager from Wickes has been in touch and is kindly allowing parents to use their car park. He has made the following request.

‘Now school has resumed please can you remind your parents that use our car park to drop off or pick up their children to park to the left of the building , on the Surrey side Use the foot paths rather than climb on the walls and gardens Keep their children close by as we have moving cars, vans and lorries in the car park. Not to park on the road in Inkerman Road outside the store as this causes issues when lorries try to deliver to us or leave us.
Many thanks’ Paul

Matt, the new manager from The Surrey, is really keen to form a strong relationship within the community. He would be pleased to see you in the pub and he serves coffee! He is still happy for parents to park in their car park however it can get extremely busy. He asks that you please:
Do not park in the electric charging bays
Do not park in the disabled spaces
Do not block the loading bay doors
Some of his customers have had to park outside the car park or in the disabled spaces or electric charging spaces when the car park is full which is not ideal. If there is any way that you can consider walking, cycling or sharing a car to cut down on the amount of cars in the car park, this would be appreciated.



Reminders

School Absence

Just to remind parents/carers that if they take their children out of school without authority for 5 or more days (which do not have to be consecutive), then the following will apply:

1. If you have not incurred a penalty notice relating to this child/children in a rolling 3 year period since 19 August 2024, then the penalty notice will be charged at the rate of £160.00, per parent/carer per child, if paid within 28 days. This will be reduced to £80.00 if paid within 21 days of receipt of the notice. Failure to pay the Penalty Notice will result in Surrey County Council considering legal proceedings against you in the Magistrates Court.
2. If you have incurred a penalty notice relating to this child/children since 19 August 2024, the rolling 3 year period will be activated from the date of the first penalty notice and the second penalty notice will be charged at the flat rate of £160.00, per parent/carer per child, if paid within 28 days. There will be no reduction for payment within 21 days. Failure to pay the Penalty Notice will result in Surrey County Council considering legal proceedings against you in the Magistrates Court.
3. If you have incurred 2 penalty notices relating to this child/children in the rolling 3 year period since the first penalty notice was issued, then you will NOT receive a third penalty notice – Surrey County Council will have no option but to consider a prosecution, per parent/carer per child, in the Magistrates Court under s 444 Education Act 1996.

Surrey County Council is not responsible for authorising pupil absence and therefore cannot withdraw any Penalty Notice requests without the written permission of the Headteacher.

Safeguarding

We seek to provide a safe and happy environment for all children. This means that we have a Child Protection and Safeguarding Policy and procedures in place. If you are concerned about a child's welfare, please record your concern, and any observations or conversation heard, or dsl@sthugh-of-lincoln.surrey.sch.uk as soon as possible the same day.