



Head Teacher: Mr S Chiswell

Wednesday 26<sup>th</sup> January 2022

Dear Parents and Carers,

### Parent Consultations

We are very excited to be able to offer you the opportunity to come into school again; we have all been waiting a long time for this! It is a step forward for us given the ongoing situation with the pandemic and we are pleased to be able to offer face-to-face meetings with your child's class teacher.

This week you will have received an appointment for Parent Consultations on either the 2<sup>nd</sup> or 3<sup>rd</sup> February. It will be lovely to welcome you into school and to give you the opportunity to speak to your child's class teacher. To support social distancing and to keep people safe, please note the following:

- Appointments will take place in your child's classroom
- Appointments will be limited to 10 minutes and no more (I have instructed class teachers to keep to their timetable)
- Please arrive no more than 5 minutes before your appointment
- Where possible please do not bring children with you, if you have no choice, children must remain with you at all times
- Years 1, 2, 3 and 4 parents will need to wait at the outside doors to their child's classroom and wait to be invited in
- Years 5 & 6 parents will need to wait outside of the main entrance to the Carey block (the entrance children use at the start of the day) and wait to be invited in
- After your appointment with your child's class teacher, you will have the opportunity to look at your child's books. For years 1,2,3 & 4 you will be able to do this in the class cloakroom
- Years 5 & 6 parents will be able to do this in the Carey block cloakroom
- For the purposes of social distancing, you will need to have left the cloakroom before the next parent has finished their appointment
- Years 1 & 4 parents will exit through the Early Birds exit
- Years 2 & 3 parents will exit through the main entrance of the school
- Years 5 & 6 parents will exit through the rear entrance of the Carey block
- For those parents who have more than one appointment, it is important that the above instructions are adhered to
- Below is a table with a breakdown of the above information

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The Diocese of Northampton in partnership with Central Bedfordshire Council  
Registered Company Number: 9660515

St Alban Catholic Academies Trust | Cardinal Newman Catholic School | Warden Hill Road | Luton | LU2 7AE Tel: 01582 597125





# St Vincent's Catholic Primary School

Hammersmith Gardens, Houghton Regis, LU5 5RG

Telephone: 01582 862456

E:mail: [admin@stvincentshr.org](mailto:admin@stvincentshr.org)

Website: [www.stvincentshr.org](http://www.stvincentshr.org)

Head Teacher: Mr S Chiswell

Year	Entrance	Book Look	Exit
1	Class Outside Door	Class Cloakroom	Early Birds Exit
2	Class Outside Door	Class Cloakroom	Main school Entrance
3	Class Outside Door	Class Cloakroom	Main school Entrance
4	Class Outside Door	Class Cloakroom	Early Birds Exit
5	Main Carey Block Entrance	Carey Block Cloakroom	Main Carey Block Entrance
6	Main Carey Block Entrance	Carey Block Cloakroom	Main Carey Block Entrance

## Attendance

Good attendance is very important and has a huge impact on your child's education. We understand how difficult this is at the moment but would ask that you keep us informed about any absences your child has. Also, we would ask you to either show someone in the school office or e-mail us evidence of necessary absences. The e-mail address is [admin@stvincentshr.org](mailto:admin@stvincentshr.org). Evidence could be a letter of appointment, a text message or an e-mail confirming a positive case of COVID. Please note, you do not need to send us a photo of your COVID test with lines on.

The school has recently welcomed a new Educational Welfare Officer (EWO). She has been advising us on our school attendance. Where necessary we will keep you up to date with what your child's attendance is and to inform you of steps we and you can take to improve it. If you have any questions, please do come to the school office. You can also contact the EWO directly. The school office has her contact details.

## COVID guidance

You will have seen that this week the government ended the implementation of Plan B across the country. In our school, we are not currently changing any of the measures we have put in place. Please continue to wear a mask when you visit the school and encourage your child/children to wash their hands regularly. The reason behind this is that we are seeing an increasing rise in the number of cases in school with both adults and children.

Moving forward, although we are keeping many things the same, we have been able to put some school trips back into the diary again. Year 4 are going on a residential trip to Green Park just before the half-term break, on the 2<sup>nd</sup> February and last Friday, some Year 6 children went on a writing trip

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to a local school. I would like to assure you that we are taking steps to move forward as far as we can with the ongoing situation.

## School Diary

Attached to this newsletter are the key dates for the remainder of this term. Please note the dates are subject to change so please do refer to them each time a newsletter is sent home.

God bless,

Mr Chiswell

### Key Dates

(Please note these are subject to change, more information will follow where appropriate.)

Wednesday 2 <sup>nd</sup> February	Parent Consultations	3.30 – 6.30
Thursday 3 <sup>rd</sup> February	Parent Consultations	3.30 – 6.30
Wednesday 9 <sup>th</sup> -11 <sup>th</sup> February	Green Park residential trip – Year 4	
Friday 11 <sup>th</sup> February	End of 1 <sup>st</sup> Half of Advent Term	
Monday 21 <sup>st</sup> February	Start of Lent 2 <sup>nd</sup> Half Term	
Friday 1 <sup>st</sup> April	End of Lent Term	14.00
Tuesday 19 <sup>th</sup> April	Staff Training Day	
Wednesday 20 <sup>th</sup> April	Start of Pentecost 1 <sup>st</sup> Half Term	
Friday 27 <sup>th</sup> May	End of 1 <sup>st</sup> Half of Pentecost Term	
Monday 6 <sup>th</sup> June	Holiday in recognition of the Queen's Jubilee	
Tuesday 7 <sup>th</sup> June	Start of Pentecost 2 <sup>nd</sup> Half Term	
Thursday 21 <sup>st</sup> July	End of Pentecost Term	14.00 (
Friday 22 <sup>nd</sup> July	Staff Training Day	

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