St. Catherine's C of E Primary School



St Catherine's is a nurturing community where all children are valued, and caring happy children flourish. Children embrace their learning and develop skills of independence and resilience; they grow wisdom, self-awareness and a deeper understanding of others, enabling them to live life in all its fullness.

John 10:10 "I have come that they may have life, and have it to the full."

Welcome to St. Catherine's C of E Primary School, where your child is at the heart of everything we do.

We believe that education is a partnership between home and school and hope to strengthen links with you as your child moves through our school.

St. Catherine's is an exciting and stimulating learning environment with Christian values. Everyone who works here will strive to work together with you to ensure that your child's educational, social, emotional, spiritual and physical needs are met and developed as fully as possible.

We hope this booklet will give you some idea of our life at St. Catherine's, what we aim to achieve and how we go about our work, but it does not take the place of a visit. We are proud of our school and hope that you will be able to visit us and meet the people who work in it, as we appreciate that choosing the right school for your child is one of the most important responsibilities that you undertake.

We look forward to getting to know you and are sure that your child's time here with us will be enjoyable, successful and memorable.

With very best wishes,

Hazel Leslie
Head teacher



All information in this prospectus is correct as of September 2026 but changes may occur during the academic year

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Vision and values...



St. Catherine's is…

a nurturing community where all children are valued, and caring happy children flourish. Children embrace their learning and develop skills of independence and resilience; they grow wisdom, self-awareness and a deeper understanding of others, enabling them to live life in all its fullness.

John 10:10 "I have come that they may have life, and have it to the full."

Staff talk to the children about a range of core values regularly, through daily lessons and assembly time.

School Aims

- ✓ To nurture a school community spiritually, morally, emotionally, socially and physically in an environment where all feel loved, safe and valued.
- ✓ To develop resilience by fostering an environment which promotes self-esteem and a love of learning.
- ✓ To provide high quality teaching and learning, that will support, challenge and inspire all pupils.
- ✓ To provide an aspirational and respectful learning environment where all are able to learn from mistakes to reach their full potential.
- ✓ To develop children's understanding of their own faith and that of others, in order to promote a society where relationships are positive.

School Details

Our address and telephone numbers

St. Catherine's C of E Primary School
Park Road
Ware
Herts
SG12 0AW
Telephone: 01920 462653
Email: admin@stcatherines.herts.sch.uk
Web: www.stcatherines.herts.sch.uk
Head teacher: Hazel Leslie
Deputy head teacher: Andrew Carless



"Pupils behave extremely well in lessons and around the school. They are courteous and well mannered, politely holding doors open for others." *OFSTED July 2024*

About Our School



St. Catherine's School dates from the 19th century; it met at the current doctor's surgery in Ware town centre. In 1950, when the numbers began to grow, the present building was erected as St. Mary's Infant School. Subsequently it became known as St. Catherine's JMI School.

St. Catherine's is set in good grounds with currently over 400 children on roll. Staff are firmly committed to providing good quality teaching and learning. There is a large assembly hall that is also used for P.E., drama and music. The school has well-stocked and updated library areas promoting a love of reading.

There are 2 playgrounds, wet weather play areas, mature grounds and a wild area. Our Key stage 1 children have their own outdoor area to complement teaching, an outdoor area for Y1 to extend continuous provision, and foundation stage has its own wild area to support teaching and learning of science.

During 2014/2015 the school underwent some expansion work: a new Foundation Stage, new KS2 classrooms, refurbished new classrooms for Year 3 and 4 and an extended dining hall. The school has grown from a 1 form entry school to a 2 form entry, but still retains a strong family feel.

You are always welcome to visit our school and meet the Head teacher. Please contact the school office first to arrange a mutually convenient time.

Staff Details

Teaching Staff

Mrs Hazel Leslie	Head Teacher, DSL & SENDCO
Mr Andrew Carless	Deputy Head, DSL & Designated Teacher for CLA / PLA
Mrs Emma Hawkins	Nursery teacher & DT lead
Mrs Jane Cottle	Reception Teacher & Foundation Stage Leader
Miss Lucy Speechley	Reception Teacher & Art lead
Miss Emily Bull	Teacher – Year 1, KS1, PSHE, RSE & Early reading lead
Mrs Taryn Rist	Teacher – Year 1
Mrs Charlene Boothby	Teacher – Year 2 & Maths lead
Mrs Maddy Farrell	Teacher – Year 2 & MFL & Computing lead
Mrs Emma Groves (Mat Leave)	Teacher – Year 2
Mr George Boye	Teacher – Year 3
Mrs Sharon Clay	Teacher – Year 3 & PE lead
Miss Beth Gray	Teacher - Year 4 & Geography lead
Miss Mandy Horton	Teacher – Year 4 & English & PE lead
Mr Christopher Scott	Teacher – Year 6 & History lead
Mrs SarahLevy-Degueldre	Teacher – Year 5 & Maths lead
Mr Martin McAdam	Teacher – Year 5
Miss Laura Elliman	Teacher – Year 6, UKS2 & RE lead
Mrs Julie Martin	Teacher – Year 6 LKS2 & Science lead

Foundation Stage Support

Mrs Melanie Rowbotham	Mrs Karen Robertson	Mrs Katherine Calvert
Miss Kelsie Buchan	Miss Emily Reemer	Ms Raisah Quershi

School Support – Teaching Assistants

Miss Michala Baker	(Lead HLTA, Nurture lead, DSL, SENDCO & Pastoral support)	
Mrs Joanne Bezer	Mrs Soniya Fernando	Mrs Charley Goulding
Mrs Julie Hughes	Miss Lauren Bundock	Mrs Lisa Godley
Mrs Nathalie Gould	Miss Emma Lawrance	Miss Emily Egan
Mrs Emma Ashbourne	Mrs Rhona Middleton	Mrs Rebecca Thurgood-Watkins

Breakfast club & After School club Assistants

Miss Michala Baker, Mrs Natalie Patey, Mrs Angela Riddle, Mrs Soniya Fernando, Miss Tru Robertson, Miss Michelle Groom, Ms Raisah Quershi and Mrs Laura O'Leary

Administration

Mrs Sam Careford	Office Manager
Miss Kerry Hammond	Admin Assistant
Mrs Vicki Jones	Admin Assistant
Mr Gary Shepherd	Site Manager
Mrs Claire Green	Site Managers Assistant

Mid–day Supervisory Assistants Karen Robertson, Shareena Ashley, Angela Riddle, Katherine Calvert, Julie Hughes, Charley Goulding, Lisa Godley, Raisah Qureshi, Joanne Bezer, Emma Ashbourne, Sarah Merritt, Sarah Washington, Alex Charlery, Holly Sampford, Jennifer Brookes, Kelly Boulton, Michelle Groom, Rebecca Thurgood-Watkins, Laura O'Leary, Claire Richardson, Jennifer Brookes. Irene Beech, Sarah Washington, Emily Egan, Soniya Fernando and Emily Reemer

The school is supported by a Local Schools Partnership family support team:

Rachel Ottery	Family Support Worker
Vivienne Cobos	Family Support Worker
Stacey Ward	Family Support Worker
Natasha Chapman	Family Support Worker

Governors

The school has a Governing Body which is responsible for supporting the school and for ensuring best performance. Members are from the community and include parent governors. Parents are ideally placed as Governors as they have an important perspective to bring to the running of the school. When a vacancy becomes available all parents are encouraged to apply – if any parents would like to find out more about the governor role, please come and chat to Mrs Leslie (head teacher) in school.

Governor	Type of Governor	Governor	Type of Governor
Lee Bezer	Chair of Governors, (parent governor)	**Hazel Leslie**	Head Teacher (ex officio)
Tom Stacey	Clerk to the Governors		Foundation Governor
Robert Wilson	Safeguarding Governor	**Natasha Hillcoat-Hyde**	Vice Chair Parent Governor
Alex Perkins	Foundation Governor	**Helen Romasanta**	Parent Governor
Andrew Carless	Staff Governor/DHT	**Ysmena Pentelow**	Vicar of St Mary's
Debbie Maylan	Parent Governor	**Mark Buswell**	Foundation Governor
		Lauren Sorano	Parent governor

"Respect is at the heart of good learning, success and happiness; respect for individual potential. Children achieve if they are stimulated and their natural curiosity is fostered.
In the classroom they are heard, questions and tasks are posed which stretch and motivate them, appropriate to their individual aptitude; they are given proper opportunities for personal and group learning; it is clear to them what the challenge is and why it is set; they are involved and encouraged; the learning is exciting and demanding.
Where this is the norm good behaviour follows since children are fully engaged and enjoy what they are doing. From this secure and stimulating environment in the classroom whole school activities, assemblies, visits, visitors enhance and celebrate achievement."

(Mr Lee Bezer – Chair of Governors.)

The Full Governing Body is subdivided into three committees that meet termly: Finance and Premises Committee; Pay and Personnel Committee; Standards and Curriculum Committee.
If you want to contact our Chair of Governors, Mr Lee Bezer, you are able to do so via the School Office or via our admin email address which is: admin@stcatherines.herts.sch.uk

Admissions

If you are considering applying for a place at the school and would like to visit you would be very welcome. Please telephone the office for an appointment.
Parents should contact the school directly to apply for a place in our Nursery class. We currently provide the 30 hour free provision scheme, please check our website or ring the school office for details.
Parents of children aged 4/5yrs will receive a letter direct from Herts County that explains how to apply for a Reception place online. If you are new to the area and need an in year place, please contact Hertfordshire School Admissions via - In year admissions – change school during the year | Hertfordshire County Council.

The school admits up to 30 children into Nursery and 60 into Reception

The criteria for admissions in Hertfordshire are as follows in priority order:

1. Children in public care, children at risk.
2. Children for whom it can be demonstrated that they have a particular medical or social need to go to the school.
3. In the case of junior schools, children who attend the linked infant school at the time of their application.
4. Children who have a sibling in school at the time of application for admission, unless the sibling is in the final year of the school whichever provides for the older children.
5. Children for whom the school is their nearest community or voluntary-controlled school.
6. In a tiebreak situation then places will be offered using the distance rule.

Further information can be obtained from the admissions department at County Hall – telephone number 0300 123 4043

Why come to St. Catherine's?

- A Church of England primary school with a positive and caring ethos
- A broad and balanced curriculum taught in a lively and exciting way!
- A school where the development and progression of every child really matters.

"Pupils benefit from a wide range of experiences, such as trips, visits from speakers and sports competitions."

OFSTED July 2024



Our Pupils will:-

- Experience high quality teaching to maximise their development.
- Be equipped to express themselves with pride and confidence, show respect for themselves, others and the environment.
- Develop ownership of their own learning.
- Respond creatively to enjoyable challenges in an environment of respect and trust.
- Value others, work co-operatively, respect diversity and be honest and trustworthy citizens.
- Be educated in a close, caring environment.

St Catherine's School Facilities

- A large, spacious environment.
- Each classroom contains a range of equipment and materials necessary to enable every subject to be taught, together with the latest technology including computers in every classroom and recently updated interactive whiteboards.
- 2 welcoming and well-resourced school library areas.
- Laptops, chrome books and ipads.
- A large school hall for assemblies, sports and activities.

- Playgrounds with play equipment, seating areas.
- The school is surrounded by playing fields for sports and activities.
- Secure and stimulating outdoor learning areas for Foundation Stage and KS 1 children.
- Hot school meals cooked freshly on site.
- School run breakfast club (from 7.45am) and after school club (until 5.30pm).
- The school is safely located within landscaped grounds complete with security monitoring and fencing.
- Excellent links with our local primary and secondary schools to extend and enhance curriculum opportunities.
- Musical instrument taught in Year 5 (school funded), plus peripatetic music teacher for piano if desired (parent funded) (see 'music' section).

"The school has designed a curriculum that is ambitious for all pupils. It sets out precisely the knowledge and vocabulary that pupils need to learn and the order in which these should be taught."

OFSTED July 2024

Teaching Methods

Teachers use a range of teaching techniques and strategies within the classroom, which will vary according to the subject being taught and the age and needs of the individual children. Each class has a teaching assistant. The teaching methods used at St Catherine's include:-

- Mixed ability learning
- Whole class teaching, with support to meet the needs of all pupils.
- Group teaching, catch up, and intervention support when appropriate.
- An established system of tracking progress to ensure all pupils achieve.
- A nurture program to support pupils socially and emotionally, where necessary.

"Pupils are proud of their busy school. They play, cooperate and learn happily together in this safe, nurturing environment. Pupils' relationships with friends and adults are strong"

OFSTED July 2024



Foundation Stage Unit

Early Years

At St Catherine's, we operate a single intake in September into our Nursery class and Reception classes. Both the Nursery and two Reception classes form the Foundation Stage unit in our school, which consists of three large classrooms and spacious outdoor areas. In addition to our morning Nursery class, we also offer provision for children to attend our Nursery for lunch and in the afternoon (This may be funded through the 30hrs funding scheme or paid for by parents/carers). Wrap around care with breakfast and afterschool club, is also offered to our Early Years children.







Our unit is purposely designed to provide each class with its own learning space for adult-led learning activities, as well as the opportunity for children to freely access the whole unit whilst learning through play. We have our own large spacious well-equipped outside area which provides a safe and secure learning environment for children.

"Children in Early Years benefit from a stimulating learning environment of their own, where Nursery and Reception children play and learn happily together. They explore purposeful activities that support their learning and development."

OFSTED July 2024

In the Foundation Stage at St Catherine's School we believe, that all children are entitled to the best possible start in their school life, from a holistic approach. We provide the opportunity for every child to reach their full potential through a positive, caring and nurturing environment. Our learning environments give children the opportunities to play and explore, be active, experiment and develop their creative and critical thinking skills. Children are encouraged to learn from mistakes, build resilience and foster a love for learning. We embrace Christian values and ensure all children are ready for their next steps in their learning journey.

We provide a broad, balanced and enriched curriculum using our indoor and outdoor learning environments. Our curriculum incorporates the seven areas of learning set out in the Early Years Foundation Stage Framework 2025. Learning activities are carefully planned to suit each child's unique needs and to follow their interests. Throughout the day, the children in our Foundation Stage take part in a variety of adult-led learning activities and have opportunities for learning through play during Child Initiated Learning (CIL).

At St Catherine's we believe that parents/carers are a child's first educator and therefore work very closely to ensure that parents/carers are involved in the learning that takes place in school. We encourage and welcome parent/carer partnership via different activities throughout the year.

The Curriculum

At St. Catherine's we teach a broad and balanced range of subjects as specified in the National Curriculum.
The core subjects are English, Mathematics, Science and Computing. The foundation subjects are: Design and Technology, History, Geography, Music, Art, Physical Education, P.S.H.E. (personal & social development), MFL (modern foreign languages) and Religious Education. The foundation subjects are taught through flexible topics, which are carefully chosen to ensure they interest and engage the children. Therefore we adopt a flexible approach and change topic focus whenever appropriate.
Currently teachers plan lessons in year group pairs, supporting quality of planning and giving wider opportunity for differentiation and creativity.

English

Reading, writing, speaking and listening are essential skills. Throughout their time at St Catherine's, children develop skills which enable them to speak with confidence, read with understanding, write purposefully and spell accurately. Our creative curriculum allows these skills to be taught and applied across all subject areas. During English lessons, we draw on quality texts from a variety of genres. Children are given opportunities to explore and learn in different ways, regularly showcasing their presentation skills.

In Guided Reading, adults work with groups of children. They read quality texts and develop comprehension and inference skills. As well as inspiring rich discussion, we also believe that reading broadens vocabulary and positively impacts their writing. Whilst we regularly read with children at school, we also ask all children to read daily at home.

At St Catherine's, our aim is for all children to develop a love of reading that enables to them grow as writers.

Maths

Maths is taught using a variety of methods and models throughout the school, which encourage the use of practical equipment in all year groups. Teachers plan enjoyable, active, and challenging lessons, which enable children to develop their mental fluency through problem solving and opportunities to investigate mathematical concepts. Knowing the key foundations of number allows children to access maths in a range of ways. Increased mental fluency develops a deeper understanding of number. Teaching also develops children's ability to record their answers and ideas as well as more formal methods of calculating.

Opportunities to link maths to other subject areas are made wherever appropriate, with particular links to science and computing. Individual targets and next steps are set regularly in class to allow children to take control of their own learning.

Science

At St Catherine's, positive and enthusiastic teachers aim to capture children's natural curiosity in order to develop their understanding of the world around them.

Children are provided with the opportunities to question, investigate, explore and carry out experiments allowing them to make links with the outside world. Emphasis is placed on developing a sense of wonder through the teaching of substantive knowledge (scientific topics) and disciplinary knowledge (scientific skills) in line with the national curriculum.



Computing

The level of expectation of children's capabilities for using new technologies has significantly risen with the new National Curriculum, placing a strong emphasis on computer science and computing programming skills. The skills across New Technologies and Computing are essential to childrens' learning and where necessary, teachers at St Catherine's ensure they are integrated into all areas of the curriculum. New technologies require children to be able to interact competently with computers, laptops, tablets and a growing number of other devices, exploring a variety of programs and software to fully support and extend their learning. We hold a responsibility to encourage digital literacy in all pupils to equip them for their future.

Music

Please see frequently asked questions, at the end of this brochure.

Collective Worship

St Catherine's is a Voluntary Controlled Church of England school, which means that we are committed to maintaining a Christian ethos through a daily act of Collective Worship. The school's linked church is St Mary's Church, Ware. We place great importance upon developing loving and

respectful attitudes towards all others, within a caring and friendly school environment. Children are encouraged to understand religious, cultural, social and ethnic diversity.

In compliance with current legislation the aim of Collective Worship (assembly) is to develop spiritual, moral, social and cultural awareness in children. Assembly themes are illustrated by the use of story-telling, discussion and singing. Assemblies are led by staff, children or visitors. The vicar and curate of St. Mary's Church regularly attend and deliver whole school assembly. As a school we hold three services a year at the local church (Christmas, Easter, and July Y6 leavers): all parents and families are welcome to attend.

Parents wishing to discuss any aspect of our Collective Worship policy or their rights of withdrawal please contact the office to book an appointment with the Head Teacher or refer to the Collective Worship policy which is available on our school website.



Religious Education

Religious Education is taught through the current Hertfordshire Agreed Syllabus for RE (2023-2028). Children are taught about different religions and cultures so that they develop a mature awareness of the multi-cultural world that we live in. Pupils are encouraged to develop their spirituality through considering their view of the world and the worldviews of others, including faith-based worldviews and non-religious worldviews.

Parents do have a legal entitlement to withdraw their children from Religious Education. Any parent wishing to do so, is encouraged to seek further advice from the Head Teacher.

The School Day

Breakfast club opens at 7.45am
Doors to the classrooms open at 8.30am lessons start at 8.40 am prompt
Friday sharing assemblies are at 8.50am – families welcome.
Morning break is from 10.40 – 11.00am

Lunchtime is staggered between 11.45am and 1.15pm. Children can have a school meal which is cooked on the premises or bring a packed lunch from home.
The school day ends at 3.00pm for Foundation Stage and 3.10pm for years 1-6.
Study support and out of school hours learning take place through clubs and activities that are offered to the children. These change throughout the year depending on the season and staffing but include both academic support and opportunities to play sport.
After school club closes at 5.30pm promptly.

Breakfast and After school club are booked via Arbor and details will be sent home once your child starts with us.

School Uniform

We are proud of our school and we wear our uniform with pride! Thank you to all our parents who help ensure that full school uniform is worn.

School Uniform

Children are expected to wear our uniform at all times. Requirements are:
White Shirt (KS2)
White Polo Shirt (KS1 & Foundation Stage)
Grey or Black Trousers / Skirt / Pinafore
Green School Jumper/Cardigan/Fleece
Tie—Years 3,4,5 & 6
Black Shoes
During the warmer weather, children may wear a green gingham summer dress or grey/black school shorts.
Cardigans, Jumpers, Fleeces, Ties and PE kits can be purchased from the school office. Please order and make payments via the Arbor system and once payments have cleared, the office will let you know that your uniform is ready for collection. All other uniform items can be purchased from most supermarkets/clothing stores. There is always a large selection of second hand uniform available during school events, please just ask the school office if you would like to browse!

School uniform is optional for Nursery children, though many of them choose to wear our uniform with pride!
For P.E, all children from Reception class to Year 6 need to wear a white T shirt with school logo and green shorts.

Parents are able to purchase P.E. kits, jumpers, cardigans, ties, book bags etc. complete with the school logo from the office.
Children may bring trainers to wear during playtime or for games.

- Long hair should always be tied back.
- Earrings should be small plain studs.
- No other jewellery.
- Acrylic / gel nails are not permitted.

Positive Behaviour

We expect the highest standards of behaviour at St Catherine's School. Our children live up to this expectation and we enjoy a very good reputation. Whenever we take the children out of school, we receive praise from the general public and visitors to the school often remark on the caring welcoming atmosphere.

We expect all adults to behave in a respectful and kind manner – towards the staff and towards each other.

Relationships and behaviour:
At St Catherine's Primary School, we believe that every child deserves unconditional positive regard (UPR). A child will thrive when they know that adults are there to support them, not only through the positive times, but also in their more difficult moments.
Kindness is central to all we do. Kindness must be modelled, shared and explicitly taught through every interaction between an adult and a child. It should form the foundation of children's interactions with each other.

When children start school they have to learn how their behaviour affects others. Children are rewarded for good behaviour and consideration to others. We spend time ensuring that this type of good behaviour is noticed and praised. Each Friday we have a special assembly where children are chosen by their teacher to be given a special award for achievement and/or good behaviour. Parents and Carers are welcome to join us in this assembly.

Staff also spend time with children discussing real situations as and when they occur and pupils are encouraged to put their views forward and consider the feelings of others. Everyone is listened to.

Parents are very welcome to share any concerns with either the class teacher or the head. We always try to deal with problems as soon as possible and in the most positive way we can.

Special Educational Needs

We pride ourselves on being an inclusive school where all pupils have equal opportunity to succeed. We operate to a Special Educational Needs Policy which is in line with the latest Special Educational Needs Code of Practice. We aim to involve parents and pupils fully in ensuring best progress.

There is a range of options open to children with special needs. Most will have individual targets that will be drawn up by the class teacher, parents and child (where appropriate) and needs will be met on a day-to-day basis by the class teacher and/or teaching assistant. Reviews are carried out regularly and for pupils who need further support than the school can provide, outside support services are used.

Parents with concerns should talk to the class teacher in the first instance, and are welcome to contact the SENCO, via the school office.

Child Protection and Safeguarding

At St Catherine's, we take safeguarding very seriously. We are committed to promoting the welfare of children and expect all staff, visitors and volunteers to share this commitment. Safeguarding is about ensuring that everyone is safe from harm – safe from abuse, safe from neglect, safe from discrimination or harassment – and feels safe in our environment.

This means that we have a Child Protection Policy and procedures in place, in line with our responsibilities from the Government such as Keeping Children Safe in Education or Working Together to Safeguard Children or via polices from the Hertfordshire Safeguarding Children Partnership and Operation Encompass. Parents and carers are welcome to read the policy, which can be found on our website.

All adults who work at St Catherine's receive regular safeguarding training and updates and know that safeguarding is **everyone's** responsibility.

If a concern is identified, this will first be discussed with one of the school's Designated Safeguarding Leads. Sometimes we may need to share information and work in partnership with other agencies/professionals such as Children's Services, the local Family Centre, Hertford & Ware Schools' Family Support Worker Team or Families First. Please be assured that we will always ensure that our concerns about our pupils are discussed with their parents/carers first unless we have reason to believe that such a move would be contrary to the child's welfare. Whatever decisions are taken, the wellbeing of the child will always come first.



Accessibility, Inclusion & Equality of Opportunity

We do not discriminate against any member of the school community, on the grounds of their age, gender, race, ethnicity, religion or sexual orientation. We are committed to removing barriers to access to the curriculum, information and the physical environment for members of the school community with disabilities. Please refer to our Equalities Scheme, on the website. This forms part of our curriculum, and is discussed and taught regularly with pupils.

If you become aware of any form of discrimination or barriers to access, then please inform the school immediately.



Frequently Asked Questions

What do I do if my child is sick and unable to come to school?

It is very important to encourage children in the good habits of punctuality and attendance. If your child is away from school for any reason, please telephone the school office on the first day of absence. Please give full reasons and expected date of return. Attendance is monitored rigorously by the school and parents will be contacted by the office if notification of absence has not been received by 9.15am

Can my child be given medication by the school staff?

In general medicines should not be brought to school. The only exception is if your child needs an inhaler to control asthma or an EpiPen for severe allergic reactions. In this case this needs to be discussed with school office staff so that pupil records can be kept accurate ensuring the safety of your child.
If your child is taking a prescribed course of medicine that has to be administered during the school day, you may ask office staff to administer and fill in the relevant forms, or come to the school by agreement with the Head teacher in order to administer it yourself.

What happens if there is an accident at school?

Accidents in schools are rare but should one of a serious nature occur, the parents of the child will be contacted immediately. It is essential, therefore, that all contact telephone numbers are kept up to date. Our accident file is completed for all accidents at school and is regularly monitored to ensure improvements are made. Parents are notified by text if pupils have minor accidents.

How can I get involved in school?

Help is always needed in school and parents/grandparents are encouraged to come into school to assist in whatever way they are most able. You could help in a number of ways, such as listening to readers. Your contribution enriches the life of the school and helps to foster the vital partnership between home and school. Parents/grandparents will need to have a full DBS check prior to coming into school to help.
Our parent group, FOSC (Friends of St. Catherine's) is always on the look out for enthusiastic parents to assist with fund raising for the school. The funds they raise all help the provision of education for the children**. Please contact any of our FOSC members including, Ashley Manners, Lorna Chapman or the FOSC Chair, Alex Gibbs.* ***There is a link to FOSC on our school website, which gives more details of the fundraising activities we undertake and meeting dates/times.

What is the school policy on my child wearing jewellery?

*In the interest of safety only simple ear studs may be worn. These must be removed during P.E. lessons. Children must be able to do this themselves**.** The school cannot be responsible for loss or damage. Jewellery worn for religious reasons should be kept to a minimum.*
Watches are worn at children's own risk and the school accepts no responsibility for loss or damage. They must also be removed for P.E.

How do I pay for lunches or other activities ?

We are a cashless school and ask that all payments are made online/via Arbor.
Payments for Uniform, School Trips, Swimming, School Meals and Breakfast and After school clubs can be paid online via the Arbor system which can be accessed by clicking on the link on the school website at the bottom of the home screen. This will open another page to sign in – when you first open an account you will need to click on the New User tab. Enter your mobile number and email address that the school use and you should receive a text message with a pin number. You should then be able to login to the system using this pin number and your email address.

If you have any problems or issues with making payments online, please speak to the school office.

What is the offer for lunch at the school?

School lunches are freshly cooked on the premises. Every day there is a choice of two hot lunches together with vegetables or salad. Special dietary needs can be catered for. You may choose for your child to have school lunch on the day, or they may bring a packed lunch. Please remind your children though! Often our children choose to have school lunch on the roast day or 'fun day'. You can choose the best option to suit your child's tastes. Though it usually helps us if that can be the same day each week. Children are asked at registration what lunch option they would like, so please look through the menu with your child before hand.
If you think that your child is eligible for Free School Meals please contact Hertfordshire County Council direct on 0300 123 4043 to confirm your eligibility with them. They in turn will then inform the school.

I would like to provide my child with a packed lunch, is there anything I should know?

You may prefer your child to bring a packed lunch. We do operate a healthy eating policy and would ask you to ensure that you provide a healthy, balanced packed lunch. Children who bring a packed lunch eat in the dining room with the rest of the school. Lunches should be brought in a suitable lunch box with the child's name clearly written on the top. Please try to ensure that the box is suitable to eat from and that the food is cut up beforehand. We do not provide plates or cutlery for packed lunches. A drink of water can be provided but most children bring a cold drink in from home. Fizzy drinks, glass bottles or hot drinks are not permitted. Sweets and chocolate bars are also not permitted. Please consider the need for slow releasing energy for the afternoon sessions.

No nuts or foods containing nuts are allowed in packed lunches, even if your child is not allergic.



Can my child bring a snack for break time?

*It is good for children to have a healthy snack at break time. Children are **not** allowed to bring sweets, chocolate or chocolate biscuits to school as a snack, however they may bring in a drink of water and fresh fruit or vegetables for playtime. Fruit is provided for children in Key Stage 1 but needs to be provided for by parents for Key Stage 2 children. Children in Nursery and Reception are offered a snack of fruit, water or milk as part of their day. This is a vital part of the personal and social learning as the children learn to share and take turns. Milk is offered in Foundation and KS1. This is free to under 5's.*

My child has lost their jumper, what do I do?

We ask that all clothing is clearly labelled with your child's name. This way we can return lost items to their rightful owner!

We operate a lost property box, situated in the lobby by the main office. It is such a shame to see so many unclaimed items at the end of term. We are not responsible for expensive items that are brought to school and then lost/ broken. Please ensure that any precious items e.g. expensive footballs are kept at home.

All lost property is disposed of at the end of the summer term.

How will I know what my child is studying each term?

Each term you will receive a curriculum letter from the class teacher to update you on the topics that will be covered. Curriculum coverage is also shown on the school website. In the Foundation Stage, parents are sent regular updates and there are notices for parents at the main entrance.

Will our child receive sufficient and meaningful home learning?

All children are given home learning... This progresses from reading and sharing books in Nursery up to the formal homework by Year 6. We believe it forms an important link between home and school and gives children responsibility for independent learning and practice.

Children should read at home on a daily basis. In KS2, when children choose their own books it is still important to hear them read. We hope that you will encourage them to work to a high standard and provide a quiet facility where the work can be done.

What do I do if I want to take a holiday within term time?

Attendance is a serious matter. It is vital that children are in school at every available opportunity in order to receive their entitlement to a full education, and increased life chances. Holiday during term time will not be authorised and, in line with government guidance, you will be at risk of receiving a fine should you choose to take your child out of school. If you need to remove your child for an exceptional circumstance, you should complete an application for absence from school form. These forms can be obtained from the school office and must be completed and returned prior to the absence commencing.

How do I know that my child will be safe during the school day?

The school premises are fenced with automatic gates and the building is protected by security locks and therefore should not be entered by unauthorised persons. If parents are visiting the school during the working day, please enter the building at the main entrance and sign in at the office. All visitors/contract workers at school during working hours will have signed into the school.

What would happen if we were upset about something?

Parents concerns or complaints are best dealt with as soon as possible. Initially it is best if you discuss your concerns with the class teacher directly. If you find this difficult or feel your concern has not been resolved then please make an appointment with the school office to talk to the head teacher. The school office and school website have copies of the complaints procedure, should you wish to use a formal route to complain. Any correspondence will be dealt with as soon as possible

For formal complaints to be resolved positively it is important you indicate clearly what you consider would be a satisfactory outcome. At all times we encourage you to be polite and courteous as this enables us to achieve mutually positive outcomes.

How will we find out how our child is performing at school?

Parent consultation evenings are held during the Autumn and Summer terms. These meetings give parents the opportunity to discuss their child's progress with class teachers. At the end of the Spring term a written report is sent home and parents are able to make an appointment to discuss the report if necessary. There will also be an open evening for your children to share their work with you. It is worth remembering that curriculum and assessment procedures have both come under huge changes recently, nationally, and this will affect the way in which levels and progress are reported to you.

We hope that you in turn will come and see us whenever you wish to discuss your child. Although staff are not usually available before or during school hours, appointments can be arranged at a mutually convenient time after school.

We shall do our best to keep you informed about what is happening in school by various means, which include newsletters and Head Teacher updates. (Please check your child's bag and pockets!) We also have a school website – www.stcatherines.herts.sch.uk

How will you help my child prepare for secondary school?

We have excellent relationships with our local secondary schools. This has many benefits for St. Catherine's including specialist teaching in PE, Music, and Modern Languages. Children attend a transition day at the school in their Summer Term of Year 6. The Primary Liaison teacher from the Secondary school also visits us and there is a good transition program in place .

Our children love sport. What does your school offer?

We offer at least two hours of physical education as part of the curriculum at school. From KS2 children all receive swimming lessons. There are a variety of clubs offered before and during school. We participate in a range of local sporting competitions, tournaments and events. We are always on the look out for new sporting activities and if you can offer any skill and time we would love to hear from you.

Our child loves music. What does your school offer?

Our curriculum provides a class-based, participatory and inclusive approach to musical learning. Throughout, children are actively involved in using and developing their singing voices, using body percussion and whole-body actions, and learning to handle and play classroom instruments effectively to create and express their own and others' music. Through a range of whole class, group and individual activities, children have opportunities to explore sounds, listen actively, compose and perform. Our Music curriculum builds experience and develops understanding of the interrelated dimensions (elements) of music throughout the scheme (eg tempo, dynamics, rhythm, beat). Each unit has as its focus one process such as performance or composition, or one dimension, such as pitch, but the learning progresses within the context of all the inter-related processes and dimensions of music. A wide variety of notations, including picture, graphic, rhythm and staff notation are integrated, wherever appropriate, with practical music-making activities throughout the scheme. Notations are used progressively to promote understanding and use of the representation of sound in symbols by all children. In Y5 and Y6 all children are taught to play the Ukulele through lessons with a specialist teacher. At St Catherine's all classes have an hour of music each week, through a curriculum lesson (based on our scheme of work, Music Express), a Focussed Listening session (using our playlists based on the DFE's Model Music Curriculum) and a Singing session (via singing assembly). Children in EYFS also have musical development opportunities through Child Initiated Learning (CIL) based on "Musical Development Matters".

The school has partnered with Hertfordshire Music Service (our local Music Hub) to offer individual or small group instrumental lessons in piano, guitar, clarinet and violin. HMS are also able to hire instruments for children to use in lessons and to practice with at home. Further information on lessons, including prices and availability can be found here. Generous subsidies are available which could reduce the cost by 50% or even make them free, for families where parents/carers are in receipt of certain benefits. Find out more here.

We have two thriving choirs, one for children in Y1/2/3 and another for Y4/5/6. All children are welcome to join, and we only ask that children attend our weekly rehearsals and are enthusiastic and committed. Recently, our choirs have had the opportunity to perform in Ware and Hertford in the Hertford and Ware Music Festival, along with the Young Voices concert at the 02.

In the Autumn Term 2024, Hertfordshire Music Service nominated St Catherine's to be awarded the Music Mark, which is given in recognition of our commitment to provide a high quality of Music education for all. In Autumn 2025 we were nominated again, this time for the newly created "Music Mark of Recognition" for dedication and improvement. The school is also a Music Mark School's Member, the UK's professional association for music education.

You can read more about Music at St Catherine's on our website, here.

Whole School National Assessment Data
July 2026

KS2 achievement 2026

% of children who achieved the expected standard (EXS) or Greater Depth (GDS) in:

	Reading	Writing	SPAG	Maths	R/W/M combined
Y6 SATs (60)	83% EXS+ 37% GDS	78% EXS+ 25% GDS	83% EXS+ 38% GDS	70% EXS+ 20% GDS	63% EXS+ 15% GDS

Y4 Multiplication check (MTC) 2026	**Average Score (out of 25)**	**% Achieving full marks**
ALL (59)	22.61	62.7.0%

KS1 achievement 2026

Y1 Phonics Screening Check

ALL (47)	91.5% Pass

Reception Good Level of Development 2026

ALL (59)	71.2%

Term Dates
2026/2027

Autumn Term: 1st September—18th December 2026
INSET Day— Tuesday 1st September—school closed to pupils
Children return to school—Wednesday 2nd September
Half term : 26 October 2026 – 30 October 2026
INSET Day—Friday 27th November—school closed to pupils
Occasional Day—Monday 30th November—school closed
18th December—term ends 1.15pm

Spring Term: 4th January 2027—25th March 2027
INSET day—Monday 4th January—school closed to pupils
INSET day Friday 12th February 2027—school closed to pupils
Half term : 15 February 2027 – 19 February 2027
25th March—term ends 1.15pm

Summer Term: 12th April—22nd July 2027
Bank Holiday—Monday 3rd May—school closed
Half term : 31 May 2027 – 4 June 2027
21st July—term ends 1.15pm
INSET day Thursday 22nd July 2027