



SAINT NORBERT'S CATHOLIC VOLUNTARY ACADEMY

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Mission Statement: To live, love and learn in the footprints of Jesus.

3rd September 2025

Dear Families,

New school year

I would like to welcome all of our families back to school for the start of this Advent Term. May I extend a special welcome to our new families; I do hope that you will all feel part of our school community very quickly. I would also like to welcome our new Caretaker – Mr Jennings – who has just joined our staff team; I am sure that you will see him around school very soon.

On our first day back together, the children have all settled in very well and has been a joy for us to see them. If you have any questions or want to discuss any aspect of your child's education or wellbeing, please do contact the school office or send an email to admin@stnorbertscrowle.co.uk as soon as possible. Similarly, if there are any changes in your family circumstances, it is important to let me know so that I can provide the most suitable support for your child. Please also keep us updated should there be any medical needs about which we should be aware.

Should you need to speak with your child's Class Teacher regarding any aspect of your child's education, please contact the school office. Alternatively, Teachers are also available at the school entrances from 8:20am-8:30am and at the end of the day. If a longer discussion is required, we can arrange a convenient time for this. Please do not email teachers directly as they may not have the opportunity to check for messages until a later date.

Virtues to Live by

As a Catholic school, we focus on different 'Virtues to Live by' each term. This autumn or 'Advent' term, these are: Courtesy and Respect, Patience, Thankfulness, and Hope.

Parking and waiting outside school

Parking vehicles on or opposite the yellow lines outside school is a road traffic offence and can be a danger to children. Please consider parking a little further away and walking the last part of your journey. I would also ask you to avoid waiting too near the crossing patrol so that children maintain a good view before crossing the road.

Morning entry to school from 8:20am

All children should arrive through the pedestrian gate situated on Fieldside. Unless using Breakfast Club, which opens from 7:45am, children should arrive from 8:20am. Lessons begin promptly at 8:30am and we then re-secure the school site by locking the gates.

Do please try to encourage your child to walk down into school independently if possible – this helps to reduce congestion in the playground at this busy time. Of course, if he/she is not ready for this yet, you are welcome to accompany him/her.

Leaving school at 3pm

Many parents wait to collect their children – particularly those in Key Stage Two – near our School Crossing Patrol, Mr Besser. If you do decide to collect your child in the school playground, the school pedestrian gate will be opened from 2:55pm. Teachers will bring children out to meet you in the playground. Please note, however, that they will not be able to bring children to the school gate at the end of the day.

I must ask please that you make your way out of the school grounds as soon as possible so that we can re-secure the school site with minimal delays before after-school clubs begin. I must also ask that you do not allow your child to play on the school field at the end of the day, please. Thank you for your understanding.

Children Walking Home

We allow children in Class 5 (Years 5 and 6) to walk home unaccompanied if there is nobody in the playground to collect them at 3pm. If you do not wish your Class 5 child to walk home on his/her own until further notice, please let the office know as soon as possible. Similarly, do please inform the office if there are to be any unexpected changes at the end of the day and we will either communicate these to your child or keep him/her safe until you arrive.

When children do walk home unaccompanied, they are advised to return to school if they have any problems and ring the buzzer on the gate to be re-admitted.

Children from Class 4 and below should always be collected at the end of the day by a responsible adult (with password if applicable). Alternative arrangements – such as going with friends' parents, for example – should be communicated to the office before 3pm.

Uniform

Thank you for continuing to support our long tradition of simple and smart uniform, which is explained to all families upon accepting a place at Saint Norbert's. Our primary aim is to enable children to focus on learning, rather than becoming preoccupied with their appearance in school. We also continue our longstanding work to 'poverty-proof' our school and a simple but consistent uniform is one way to reduce pressure on families. If any part of our uniform has proven to be inaccessible for you, perhaps through cost for example, please do contact me - in confidence - and I will try to find a way to support.

Please do label your child's clothing and footwear so that we have some chance of locating items which may go missing.

Children may use their summer or winter uniform until October half-term – though many have understandably made the switch already because of the weather. Full details of our uniform can be found on our website and thank you - once again - for your understanding.

Birthdays

We enjoy acknowledging children's birthdays and pray for them on – or as close to – this date in our classes and whole-school assemblies (celebrations of the word). However, we are unable to distribute foods such as birthday cakes or sweets as we must be mindful of individual food allergies in school. I would therefore ask that you do not send any birthday 'treats' into school. Additionally, I must advise you that we can take no responsibility for the distribution of party invitations.

Homework and DB Primary

Please note that our priority this week will be to ensure that all children have been allocated – or directed to – reading books. As such, there will be no additional homework set until Friday 12th September and we will endeavour to have distributed new Homework Diaries before the end of next week.

It is no longer cost-effective for us to continue using DB Primary and we have therefore cancelled our subscription. Over the coming week, Teachers will be showing children how to use our newly-chosen platform for homework: Seesaw. We will also be communicating further details to you so that families understand how the system is to work. Thank you – in advance – for your patience.

Rights Respecting School

We are a proud 'Gold' level Rights Respecting School. As all adults are 'duty bearers', we therefore recognise the important role that we play in helping children to learn about their rights.

You can find out more about the Rights of the Child by visiting the UNICEF website: <https://www.unicef.org.uk/what-we-do/un-convention-child-rights/>.

Poverty Proofing

For many years, we have aimed to 'poverty-proof' our school day; we recognised that financial anxiety can create significant barriers for children and can have a harmful impact on their chance to thrive. Our intense focus on the Convention on the Rights of the Child has encouraged us to look carefully at factors which could potentially affect children's overall chances of success. As a result, this means we are committed to ensuring that we do not unfairly disadvantage any child or family financially.

Where there may still be a cost to participating in school life, we aim to keep this as low as possible or remove it altogether. Should any aspect of school present a financial burden for you, please speak with me – in confidence – so that we can look for solutions together. Similarly, if you feel that we have overlooked an opportunity to do even more, please do let us know.

I would strongly encourage you to resist any pressure to buy any expensive materials or resources; we provide all stationery, for example, to minimise back-to-school costs. Children frequently drop water bottles, for example, and we often find that the least expensive options provide the most 'bounce'.

New Procedures: Breakfast Club and Goldstar After-School Club

From today, the procedure for dropping your child off at Breakfast Club, or collecting from Goldstar, will be changing. Our aim has been to maximise the time that staff spend in the setting with children and we have now had the necessary equipment installed to improve our processes.

When you arrive to drop your child off in the morning, please ring the buzzer located at the side of the pedestrian gate. Staff will now be able to see and identify you from Breakfast Club before opening the gate. You then have the option to accompany your child to the hall side door, or allow him/her to walk down independently. A member of staff will greet your child on the playground either way – we simply ask that you do not leave the pedestrian gate until you know that your child has been received by school staff.

When you arrive to collect your child from Goldstar, please now also ring the buzzer at the side of the pedestrian gate. Staff will identify you before opening the gate, asking for a password at this stage if applicable. Once the gate has been opened, **please make your way to the school hall side door**, where staff will greet you and complete the handover process. Upon leaving, simply ring the buzzer again and staff will reopen the gate for you.

If you are collecting children from any of our other usual after-school clubs, please wait at the pedestrian gate and the group leader will open this for you when it is time to collect your child.

After-School Clubs

A selection of after-school activity clubs will be available from next week, all free-of-charge and offered by staff who are kindly volunteering their time. If you would like your child to attend, please log onto your Arbor App – as soon as possible – to register your child for a club. Places are limited for some of the clubs and will be allocated on a 'first-come, first-served' basis.

From Monday 8th September

Drama Club with Mr Dawson from 3pm to 4pm
Children from Years 3, 4, 5 and 6
20 places initially

Netball Club with Miss Tonge from 3pm to 4pm
Children from Years 3, 4, 5 and 6
16 places available

From Tuesday 9th September

Coding Club with Mr Walker from 3pm to 4pm
Children from Class 5
10 places available

Homework Club with Miss Peterson from 3pm to 4pm
Children from Years 3, 4, 5 and 6

From Thursday 11th September

Year 6 Booster Club with Mrs Pitois from 3 – 4pm

Arbor and Parentpay

Please do not make any further payments or make bookings through Parentpay. All bookings and payments should now be made purely through Arbor. Thank you for your support as we change over to our new system.

Yours sincerely,

A handwritten signature in black ink that reads "A Dawson". The signature is written in a cursive style with a large, stylized 'A' and 'D'.

A Dawson