

St. Hugh's Catholic Primary School



Information for the Families of Reception Children 2026/27

***Earle Road
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Welcome to St Hugh's Catholic Primary School

This booklet contains key information to support your child as they begin school. If you have any further questions, please contact the school office on 0151 733 2899. Staff will be happy to help with any queries or concerns.

We are delighted to welcome you and your child to our reception class. Starting school is an important milestone and we are committed to ensuring that the transition is as smooth, positive and enjoyable as possible for every child and their family.

Our reception team looks forward to getting to know your child, understanding their individual needs and supporting them to flourish in a safe, nurturing and engaging environment.

Mission Statement

Learn, Love, Pray

At St. Hugh's, we grow together with Christ in our hearts. We reach our potential in a learning community and we welcome all with respect and understanding.

'Ofsted May 2025'

"The school creates a vibrant and inclusive environment where pupils feel safe and happy. Positive relationships between staff and pupils make all feel welcome and a part of the St Hugh's family.

Pupils are polite and well mannered. Their conduct in lessons and at playtimes is equally positive. Pupils meet the high expectations that the school has for their behaviour and follow the values of respect, kindness and honesty.

Staff know the needs of pupils exceptionally well and broaden their experiences beyond the classroom."

Miss A Connearn

Mrs A Flood

Miss L Gibson

Miss E Prince

Mrs R Khanum

Miss K Bower

Mrs J Fagnoli

Miss D Donaldson

Executive Headteacher

Head of School

Reception Class Teacher

Teaching Assistant

Teaching Assistant

Attendance & Welfare Officer

School Business Manager

Operations Manager



Reception Class Day

8.45 am

Gates open and children are allowed into school

8.55 am

Gates close and the register is taken
Children who arrive after this are late and must register at the school office.

9.00 am

Morning session
(snack available)

11.45 am

Play and lunchtime

12.45 pm

Register and afternoon session
(fruit available)

3.25 pm

Home time

Beginning and end of the school day

Gates open at 8.45am and close at 8.55am. If you bring your child to school after this time or need to collect them, you will need to sign them in / out at the school office.

School ends at 3.25pm. Children are sent out when we see the adult who is collecting them and we know who the adult is.

Please inform a member of staff in the morning and let the office know if there are changes to your child's arrangements for going home.

We will not release your child to an unknown adult or sibling under 14 years of age.

Curriculum

The curriculum is specific to the age of the children and is divided into 7 areas of Learning.

- Personal, Social and Emotional Development
- Physical Development
- Communication and Language
- Literacy
- Mathematics
- Understanding the World
- Expressive Arts and Design

The emphasis in this curriculum is learning through PLAY.

Religious Education

St Hugh's is a Catholic Primary School. We welcome Catholic children and children from any or no faith. All are welcomed and valued as part of our school community.

We teach RE in Reception using the Religious Education Directory (RED) 'To Know You More Clearly'. The RE curriculum in Reception is at the core of the children's learning. Children will learn that '... dignity, loving friendships, responsibility, care for our world and its people, and peace are values they meet in Jesus...' (RED)

Mathematics

The children will learn about numbers and counting. They will also learn about shape, space and measure.

Activities include:



- Singing and chanting number songs and rhymes.
- Initially counting up to 10 everyday objects accurately and recognising the written numerals up to 10.
- Verbally counting to 20 and beyond.
- Practical games and puzzles.
- Exploring shapes.

Literacy

Stories are very important for the development of young children's speaking, listening, reading and writing. The children will have many opportunities to listen to stories, to talk about them, to re-tell them, to learn new vocabulary, to sequence events in the story and to create their own stories.

The children begin the process of learning to read and write using the Read Write Inc. phonics scheme.

The children learn to:

- read accurately and fluently with good comprehension
- form each letter, spell correctly, and compose their ideas step-by-step.

Firstly, they learn one way to read the 40+ sounds and blend them into words. Then they learn to read the same sounds with alternative graphemes. They experience success from the very beginning. Reading books are closely matched to the children's increasing knowledge of phonics and 'tricky' words.

When the children are ready, they will begin to bring home phonics books to read. It is very important that you listen to your child read, encourage them to use phonics to read unknown words and to talk to them about the stories.

<https://www.ruthmiskin.com/parentsandcarers/>

A Journey in Love

In the Spring term, the children will begin to follow the recommended programme of study for Catholic schools for Relationships and Sex education. The focus in Reception class is on their uniqueness, friendships, feelings and spirituality. The content is age appropriate and is taught with sensitivity, as children move through the school.

Attendance

We place a high priority on regular school attendance. As a parent or carer, you are **legally responsible** for ensuring your child attends school each day.

Unless your child is unwell, we expect them to be in school **every day**. All medical or other appointments should be scheduled **outside of school hours** whenever possible.

If your child is unwell and unable to attend, it is your responsibility to **notify the school by 8:30am**, stating the reason for their absence.

If we do not receive a reason for the absence, you may receive a **text message, phone call**, or even a **home visit from our Attendance & Welfare Officer**. For more information about school attendance please click the following link, [Liverpool City Council School Attendance](#)

Pupil leave in term time

The law gives no entitlement to parents to take their child on holiday during term time. Any request for leave must be due to **exceptional circumstances** only.

If you believe your situation qualifies as exceptional, you must complete a 'Leave of Absence' form - regardless of the duration of the leave, even if it is for just one day.

All requests for leave are subject to approval by the school and will be considered in line with government guidelines.

Please note: Unauthorised/irregular term-time leave may result in a penalty notice (fine) issued by the local council.

Safeguarding

Our school is committed to safeguarding the safety and welfare of all its pupils. The school's safeguarding policy details the steps that will be taken if concerns arise about the safety or welfare of a child. If any parent, carer, or teacher has concerns about the welfare of a pupil, these should be addressed to the Designated Safeguarding Lead (DSL). Further information can be found on our school website.

School Meals

All children in Reception and Key Stage One are provided with a **Universal Free School** lunch. Each day the children can choose from a variety of food available. If you are in receipt of Universal Credit/Income Support you may be entitled to **Free School Meals**. If you apply you may also be entitled to other support throughout the year. If your child has a **diagnosed allergy** please inform the staff.

School Uniform

(Clearly labelled with your child's name)

BOYS

Grey trousers
Yellow polo shirt
Burgundy sweatshirt
Black shoes with Velcro
(no trainers)

Summer: shorts may be worn

GIRLS

Grey trousers or grey skirt
Yellow polo shirt
Burgundy sweatshirt/cardigan
Black shoes with Velcro or buckles
(no trainers)

Tights/socks grey or black only

Summer: red gingham dress
may be worn

Children will need a coat for all weather **every day** as there will be outdoor opportunities.

Spare Clothes

You will need to supply your child with a bag containing a spare set of clothing including underwear to keep in school.

PE Kits

Black shorts, a white T-shirt and a PE bag are provided by the school.

Children will need pumps or trainers for PE.

The following items are available to purchase from, **Laser Schoolwear,**
92/100 London Road, L3 5NL.

- Yellow printed polo shirts
- Burgundy printed cardigans
- Burgundy printed sweatshirts

Black/grey trousers, grey skirts and plain yellow polo shirts are available from local supermarkets.

- Jeans or leggings are not allowed
- Children are not allowed to wear nail polish
- No jewellery, including watches
- Earrings must be plain small studs
- Long hair must be tied back and fringes must be kept out of the eyes

How to help your child at home

Teach your child to

- dress and undress including coats
- fasten their shoes, Velcro fastening shoes are best
- use a knife and fork
- go to the toilet independently
- wash his/her own hands using soap and water
- to tidy away their toys
- say please and thank you
- recognise and say their name

You can encourage your child to

- Count cars in the street, count people on the bus/count bottles in the shop
- Recognise and play with numbers
- Play games such as 'I Spy'
- Use plasticine, dough, Lego, wet sand, pens and pencils, etc
- write their name, write in **lowercase** letters with a capital first letter
- Sing songs and read stories **every day** with your child

Talk to your child regularly to increase vocabulary, understanding and listening skills.

Please look at some of the links below to help you support you and your child.

[Nursery Rhymes and Songs](#)

[CBeebies Nursery Rhymes](#)

[Jackanory Junior](#)

[LCC School attendance, behaviour and welfare](#)

[School Health](#)



Other information for parents

- We value strong partnerships with parents and carers and will keep you informed with newsletters and text messages
- You can always ask for help and advice from school, however, sometimes you may need to make an appointment
- If you are going to be late due to unforeseen circumstances, please telephone the school to let us know
- If you arrange for your child to be collected by someone other than yourself, even as a one off, the school must be informed in advance for safety reasons
- If you change your address, mobile number or email, then please inform the school straight away in case of an emergency
- If your child gets to the toilet too late and has an 'accident' we may need to contact you to clean and change them
- Hairstyles with shaved/razor cuts are not allowed

- Throughout the year you will be invited to school for various events. Please do your best to support your children and attend
- We believe that the parents, children and staff are partners and we must all do our best to support each other
- The more parents help to make their children independent before they come to school, the more time they will have to take part in all of the learning activities

Please feel free to contact the school office if you have questions or concerns about your child starting school. We recognise that this is an important milestone and we are committed to supporting both you and your child throughout the transition. We look forward to a positive year of learning, development, and success together.

Autumn term 2026