



www.stmarysmiddlewich.cheshire.sch.uk

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Back to School - Thursday 3rd September 2026 @ 8:30am

Dear Parents/Carers,

We hope you have all enjoyed a wonderful summer break and have had the opportunity to relax and make special memories with family and friends. We look forward to welcoming all of our pupils back to school and beginning another exciting year of learning, achievement, and opportunities.

This newsletter contains important information about the start of term, including school meals, clubs, key dates, and other updates. We kindly ask that all parents and carers take a few minutes to read it carefully so that you are fully informed about the arrangements for the weeks ahead.

Thank you for your continued support. We are excited to see our school community together again and look forward to a successful and enjoyable term for all.

Class Teachers 2026-2027

Class teachers for the next academic year are as follows:

Nursery / Reception

- Miss Whelan

Years 1 and 2 Mixed Age class	- Miss Cook and Mrs McKinlay
Year 3	- Mrs Martin and Mrs Reed
Year 4	- Mr Philo
Year 5	- Miss Woolley and Mrs Walker
Year 6	- Mrs Hughes
 SENCO	 - Miss Dziamarski and Mr Philo

School Classroom Layout

Nursery and Reception - Enter via the gate to the left of the building then the gate to our nursery/reception area is on the right. **Please be careful if choosing to use this route due to the paving stones and path leading to the EYFS outdoor area.**

Year 1 and 2 - Located at the back of the school opposite the play equipment (old Y3 & 4 classrooms)

Year 3 - Old year one classroom (Opposite the field)

Year 4 - Old year two classroom (Opposite the field)

Year 5 & 6 - At the front of school to the left of the main entrance.

Arbor App



Please ensure you have downloaded and are using the Arbor app rather than the website.

The Arbor app is available from both the Apple App Store and Google Play Store and provides a more user-friendly experience than the web version.

The app can be used to:

- Book clubs and activities
- Pay for school lunches

- Make payments for other school activities and trips
- Update your personal details and contact information

We recommend using the app wherever possible for the best user experience.

If you encounter any issues accessing or using the Arbor app, please contact the school office for assistance.

Medical Conditions and Allergies

As we begin the new school year, it is imperative that we are aware of **all medical conditions, allergies and dietary requirements** for every child. Having accurate and up-to-date information helps us to keep all children safe and ensure that their individual needs are met during the school day.

If your child's medical information has changed, or if you need to inform us of a new condition, allergy or dietary requirement, please do so by:

- Updating your child's details on the **Arbor app**
- Emailing **schooloffice@stmrc.uk**
- Speaking to a member of staff in the school office

Medication in School

If your child requires medication during the school day, including **inhalers for asthma sufferers**, the medication:

- Must be **prescribed by a doctor**
- Must be provided in the **original packaging**
- Must clearly display the **child's name** and dosage/administration instructions

All medication must be **handed directly to the school office by a parent or carer**, and a **medication consent form** must be completed before we can administer it.

Please note that **medication must not be carried by children** or kept on their person unless specific arrangements have been agreed with the school.

Allergies and Dietary Requirements

It is also essential that we are informed of any allergies or dietary requirements so that we can ensure appropriate arrangements are in place and cater for children's needs safely.

Please remember that **St Mary's is a nut-free school**. We kindly ask all families to support us by ensuring that packed lunches and snacks do not contain nuts or nut-based products.



Attendance

The Importance of Good Attendance

Regular school attendance is vital to ensure children make the most of their learning opportunities, build strong friendships and develop positive routines.

Any leave requested during term time must be made in advance by completing a **Request for Leave** form. Please note that leave taken during term time may result in a **fine being issued by the Local Authority**, in line with current regulations. Please refer to chart below for details of the PN process including fines and timelines.

For further information, please refer to the school's **Absence Policy** and **Cheshire East Council's Penalty Notice guidance**, which are available via the school website [HERE](#)¹.

Thank you for your continued support in promoting excellent attendance.

Absence

- Reporting an absence, please ring 01606 516 171 & select option 1, **by 9am each day**. State child's full name, class and reason for absence
- useful information for parents - <https://www.nhs.uk/live-well/is-my-child-too-ill-for-school/>

Breakfast and After School Club

Breakfast Club and After School Club are located in the main hall and can be accessed via the double doors at the rear of the school playground. There is a bell to gain the attention of staff. If you need to contact the club directly, please call **07774 496483**. We recommend saving this number in your phone for emergencies.

Breakfast Club operates from **7:30am to 8:30am** (term time only) and costs **£5.00 per session**.

¹<https://www.stmarysmiddlewich.cheshire.sch.uk/page/?title=Policies&pid=30>

After School Club operates from **3:00pm to 6:00pm** (term time only) and costs **£13.00 per session**.

Reduced sessions are also available:

- **3:00pm to 4:00pm** - £5.00
- **4:00pm to 6:00pm** - £8.00
- **3:00pm to 6:00pm (Sibling Discount)** - £11.00 per session. Add the first child to the main 3.00pm - 6.00pm session then add sibling(s) to the sibling discount.

Bookings must be made via **Arbor** to ensure an accurate register is maintained. This also assists with managing attendance numbers and staffing provision.

The booking cut-off times are:

- **Breakfast Club:** 11:00am on the day before attendance
- **After School Club:** 11:00am on the day of attendance

Amendments or cancellations can be made up until the relevant booking cut-off time by emailing **schooloffice@stmrc.uk**.

After the cut-off time, if a child is booked into a club and does not attend, the fee will still be charged as it relates to the reserved place rather than actual attendance.

If a child is collected late from After School Club, a charge of **£5.00 for every 15 minutes (or part thereof)** beyond the booked collection time will apply.

Extracurricular Clubs

Monday

- KS1 and KS2 **Dodgeball** and **Climbing Frame Fun**, 3pm to 4pm - pay per session now available on Arbor

Tuesday

- **Chapel Group** 8.00am - 8:30am - all welcome (entrance in the morning through corridor next to year 6)
- KS1 & KS2 **Cross Country** and **Rugby**, 3pm to 4pm - pay per session now available on Arbor

Wednesday

- KS1 and KS2 **Football** 3pm to 4pm - pay per session now available on Arbor

Thursday

- **KS2 Netball/Basketball**, 3pm to 4pm - pay per session now available on Arbor

Friday

- **KS1 and KS2 Archery**, 3pm to 4pm - pay per session now available on Arbor

All extracurricular clubs must be booked, and payment completed via Arbor, no later than **1:00pm on the day of the club**.

Only pupils with a confirmed booking and payment will be permitted to attend.

Where this deadline has not been met, pupils will be unable to participate in the activity. Parents/carers will be contacted and asked to arrange collection of their child.

This procedure ensures that attendance registers remain accurate and enables the school to manage attendance numbers and staffing requirements effectively.

Class P.E. Days

Nursery & Reception - Monday and Wednesday - We politely ask that P.E kits are kept in school, we will introduce changing gradually over the term.

Year 1 & 2 - Wednesday and Thursday

Year 3 - Monday and Tuesday

Year 4 - Monday and Wednesday

Year 5 - Swimming Wednesday & PE Thursday

Year 6 - Monday and Wednesday

SPORTS DAY - Monday 5th July 2027 - it's a little early but advance warning is appreciated. Please be aware, weather conditions could cause this date to change.

Permission to Walk - Year 5 & 6

As pupils in Years 5 and 6 begin to develop greater independence, parents and carers may choose to allow their child to walk home from school unaccompanied.

To ensure the safety of all pupils, **consent must be provided through Arbor**. Only pupils who have received parental consent via Arbor will be permitted to leave the school site independently at the end of the school day.

If we **have not** received consent through Arbor, pupils **must be collected** by a parent, carer or authorised adult as normal.

Mobile Phones

Year 5 and 6 pupils who have permission to walk home independently may bring a mobile phone to school if required for their journey home. However, the following rules apply:

- Phones **must be switched off** as soon as pupils arrive at school.
- Phones must be placed in the designated phone basket in their classroom at the start of each day.
- Phone baskets will be securely stored in the school office during the school day.
- Phones will be returned to pupils at the end of the school day before they leave school.

Summer Autumn Menu 2026

We will return on **Week 3 of the Summer/Autumn menu cycle**.

Pupils will be asked each day which meal option they would like, or whether they have a packed lunch.

School meals are charged at **£3.20 per day** for pupils who do not qualify for free school meals. Meal payments should be made via **Arbor**.

[illegible]

LUNCHTIME					PRIMARY / TRADITIONAL	
MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY		
Cheddar and Tomato Pasta Slides with Wedges	Chicken Meatballs in Tomato Sauce & Pasta	Beef Gumbo Skin on Roasties and Gravy	Macaroni Cheese	Golden Fish Fingers or Veggie Fingers and Chips		
Vegetable Sticks	Sweetcorn & Cabbage	Carrots and Green Beans	Mixed Greens	Baked Beans and Peas		
Beans, Cheddar, Sweetcorn or Tuna Mayo	Beans, Cheddar, Sweetcorn or Tuna Mayo	Beans, Cheddar, Sweetcorn or Tuna Mayo	Beans, Cheddar, Sweetcorn or Tuna Mayo	Beans, Cheddar, Sweetcorn or Tuna Mayo		
Jammy Crumble B...	Raspberry Jelly	Marble Cake with Custard	Maple & Oat Cookie	Vanilla Cookies		
					PASTA	
					DAILY SANDWICHES AVAILABLE	
					PASTA	
					DAILY SANDWICHES AVAILABLE	

Toast

Toast is available daily at morning breaktime and costs **20p per day**.

To help us manage this provision effectively, **all payments must be made in advance** via Arbor.

Payments have been set up for each term as follows:

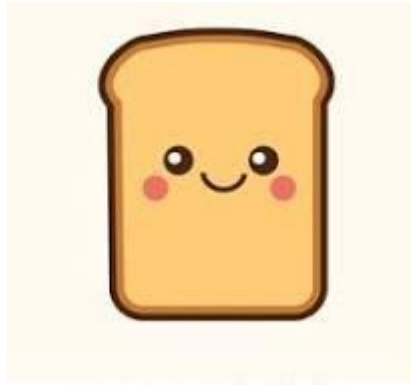
Autumn Term (3 September 2026 – 17 December 2026): **£14.20**

Spring Term (4 January 2027 – 25 March 2027): **£10.80**

Summer Term (5 April 2027 – 20 July 2027): **£13.40**

If you would like your child to receive toast, please ensure that payment is made **by 8:30am on the first day of each term**.

Unfortunately, it will not be possible to purchase toast after this deadline, and no extensions will be available.



School Nursery



Please see our nursery page for more information on our school website - Nursery²

²<https://www.stmarysmiddlewich.cheshire.sch.uk/page/?title=Nursery&pid=15>

FREE IT Sessions, here at St Mary's



FREE IT SESSIONS

**DO YOU LACK CONFIDENCE IN
FINDING YOUR WAY AROUND YOUR
PHONE OR TABLET?**

**If so, please come along to St Mary's Catholic
Primary School (Manor Lane, Middlewich) on:**

**Saturday 5th September
Saturday 3rd October
Saturday 14th November**

10.00 — 11.30am

Help with Smartphones and Tablets

Refreshments provided

**For more information, please contact Lucie
Ferneyhough on 07929 717909 or
lucie.ferneyhough@cheshireeast.gov.uk**

Contacting the School Office

When contacting the school office for parent queries relating to clubs, medical appointments or school payment items, please contact the school office email which is: schooloffice@stmrc.uk³

If you have a general enquiry or a query regarding admissions or paper copies of any information published on our website, or assistance with Arbor please contact the School Office Manager at: admin@stmrc.uk⁴

To contact the headteacher Mrs Janet McKinlay, please email head@stmrc.uk⁵

To contact our school SENCO, please email senco@stmrc.uk⁶

If you have a query or concern regarding your child please speak with your child's class teacher in the first instance.

³<mailto:schooloffice@stmrc.uk>

⁴<mailto:admin@stmrc.uk>

⁵<mailto:head@stmrc.uk>

⁶<mailto:senco@stmrc.uk>

St Mary's Catholic Primary School

Manor Lane, Middlewich. CW10 9DH

01606 516 171

Office hours are Monday to Friday 8.00am to 4.00pm

Visit us on the web at <https://www.stmarysmiddlewich.cheshire.sch.uk/>