



WELCOME BOOKLET 2026-2027

SUCCESS ACHIEVED TOGETHER

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WELCOME FROM THE HEAD OF SCHOOL



Dear Parent/Guardian

Starting primary school can be a daunting step for children and yourselves. Our aim at Catmose Primary is to make the process as smooth as possible, keep you informed and ensure that our new pupils feel welcomed and supported.

This booklet is designed to ensure that you are familiar with the day-to-day matters that will affect you and your child in the first few weeks. It does not replace the face-to-face contact of meeting with your child's teacher, which will become one of the most important aspects of developing a supportive relationship between the School and home. A strong link between School and home is one of the key aspects of ensuring that pupils are successful and we aim to keep you informed of your child's progress, not only when things are going well, but also when they need additional support.

Your child's teacher will be happy to answer any questions you may have about any aspect of your child's time at School. The website www.catmoseprimary.com is kept up-to-date with the latest news, School policies and is supported by our termly newsletter 'In-Focus' and our Facebook, Instagram and Twitter pages.

We welcome feedback from parents regarding any aspect of our work at the School. This can be emailed directly to me at office@catmoseprimary.com

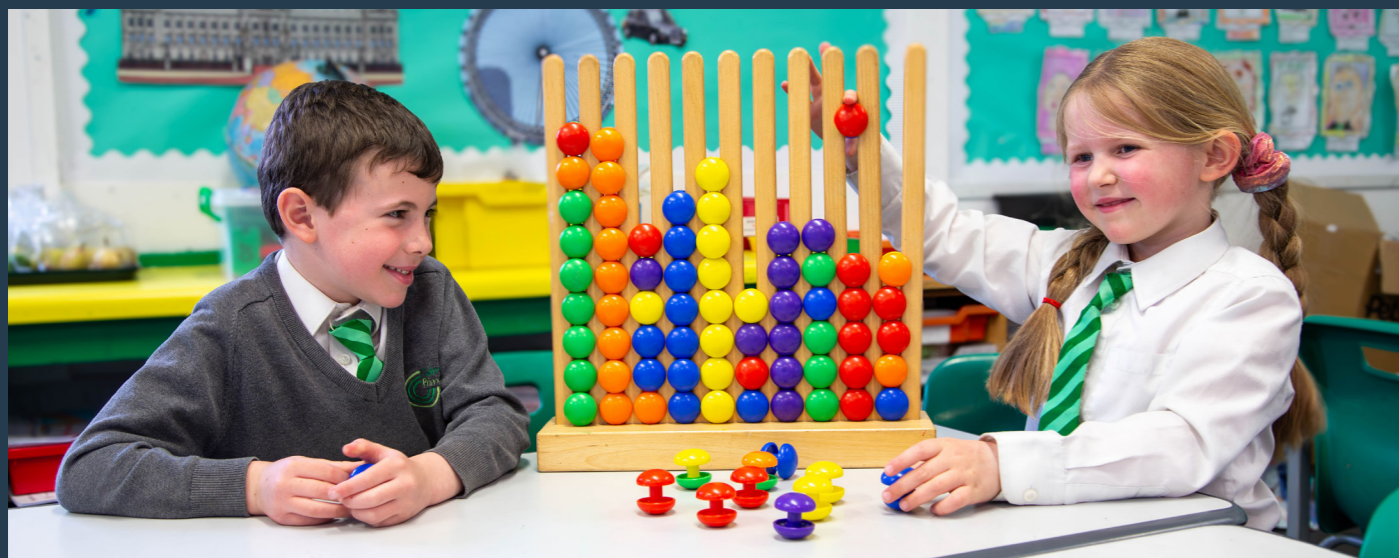
We very much look forward to welcoming you as part of our Catmose family.

Yours faithfully

A handwritten signature in green ink that reads "K Jackson".

Kelly Jackson
Head of School

SCHOOL LIFE: WHAT YOU NEED TO KNOW



GET READY TO LEARN

The following offer straightforward guidance for pupils to ensure a calm, purposeful environment in which mutual respect is the norm.

- 1 I listen to my friends and teachers
- 2 I will do my best and take pride in my work
- 3 I will show respect and have a positive attitude
- 4 I have the right resources and equipment to do my work

EQUIPMENT

In order to ensure a smooth learning day, pupils should be appropriately equipped with the following:

- any specialist equipment, including sports kit (clearly labelled with name)
- correct uniform
- water bottle
- suitable outdoor clothing

SCHOOL DAY

8.50am	School Opens
8.50am	Registration / Pastoral
9.10 am	Morning Learning
10.10am	Phonics
10.30am	Break
11.00am	Morning Learning
12.00pm	EYFS Lunch
12.20pm	Lunch
1.20pm	Afternoon Registration
1.30pm	Afternoon learning
3.45pm	KS1 end of day
3.50pm	KS2 end of day



SCHOOL LIFE: WHAT YOU NEED TO KNOW



UNIFORM

We believe that the wearing of uniform encourages children to have a sense of belonging and of being part of a community; it is a compulsory part of being a pupil at Catmose Primary. Uniform is an outward expression of the School's identity and promotes a feeling of pride and equality. In addition, we believe that the wearing of a uniform, as opposed to leisure wear, contributes to helping children understand that they come to School to work and learn.

For full details and ordering information, please visit the Catmose Primary website: <http://www.catmoseprimary.com/uniform/>

WHERE TO PURCHASE UNIFORM

Uniform Direct who also supply to Downtown, Gonerby Moor, Grantham, Lincolnshire, NG32 2AB
Kids and More, 9 Crown Walk, Oakham, LE15 6BZ

SCHOOL CATERING

The School catering team provide a wide choice of hot and cold food, with a high nutritional content at value for money prices.

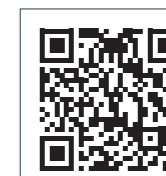
A breakfast club is open from 7.50am with cereal, toast and fruit for pupils arriving early at the school. An after-school club is offered from 3.45pm to 5.30pm providing a light afternoon tea.

Food is freshly prepared in the on-site kitchen. There is a wide range of choices, including a vegetarian option.

These are booked and paid for via ParentPay, your log-in will be sent to you when your child first starts school.

Children in KS1 will receive their lunch free of charge.

EVENTS CALENDAR



The School provides an up-to-date calendar with all important dates, available on our website. You can easily access it using the link <https://www.catmoseprimary.com/whats-on/>



STAYING CONNECTED AND INFORMED

THE SCHOOL WEBSITE

The School website www.catmoseprimary.com is the source of the most up-to-date information about the School, for example:

- School policies
- Weather updates (e.g. snow closures)
- The latest issue of In-Focus

Parents and guardians can also stay informed through our regularly updated Facebook page (facebook.com/catmoseprimary) and Instagram account (instagram.com/catmose_primary), featuring news, photos, and pupil achievements.



ATTENDANCE

We are very proud of the excellent attendance level achieved by our pupils. Across the entire School, pupils attend regularly and therefore make excellent progress. This, of course, is due to the co-operation of parents and guardians who keep absence to an absolute minimum. On each day of absence, you must contact the School to explain the reason using the Eduspot app or by email via office@catmoseprimary.com.

POLICIES

Catmose Primary is part of the Rutland and District Schools' Federation, which include Catmose College and Harington School. Policy information, including finance, staffing and legal aspects can be found on the website: www.catmoseprimary.com/policies/

CATMOSE PRIMARY FRIENDS

The CPF has an important role to play in the running of the School; they support the School both financially and at a number of activities during the year. All parents are automatically members of the CPF and are encouraged to offer support.



MUSIC AND DRAMA LESSONS

At Catmose Primary, music is an essential part of our curriculum. Pupils explore various genres, develop skills in singing, performance, and composition, and learn the recorder in KS2. Our choir, open to Year 2 and up, performs at events such as the Harvest Festival.

Through Catmose College, we offer peripatetic lessons in guitar, violin, drums, flute, and piano. LAMDA lessons are also available for children to work towards awards. For more info, email instrumental@rutlandfederation.com

STAYING CONNECTED AND INFORMED



GROUPCALL EDUSPOT

This is our communications system which enables us to send information quickly and efficiently to your smartphone/tablet, and allows you to send messages directly to us, as well as notify us of pupil absence.

Once your child is attending School, please download the Groupcall Eduspot app (apple and android) and log-in using the details we have on file for you.



OUR STANDARDS

We take pride in maintaining clear, high-quality communication with parents and carers. You can expect our staff to be friendly, polite, and helpful in all interactions.

If you contact us by letter, email or Eduspot:

- A member of staff will take responsibility for your enquiry.
- We will acknowledge your email or Eduspot within one working day from the date we receive it.
- We will acknowledge your letter within five working days from the date we receive it.
- If we cannot reply in five working days, we will let you know who is dealing with your enquiry and when you can expect a full response.
- Holidays and weekends are not classed as working days for the purpose of the Communication Policy.
- If staff are out of office, an auto-reply email will be used to indicate this and when they will be returning.

If you telephone us:

During term time, office hours are (Monday to Friday 8.00am – 4.30pm), we will endeavour to answer your call promptly;

- upon answering, we will tell you where you have called and the name of the person you are speaking to;
- if your call cannot be answered, voicemail facilities should be available for you to leave a message;
- if you leave a message, we will return your call within one working day.



REPORTS

Parent meetings are held twice a year, giving you the chance to meet with your child's class teacher and discuss their progress. You'll also receive progress reports at the end of Terms 2 and 6, providing an update on your child's development. We encourage you to take part in these opportunities to stay connected and support your child's growth.

STAYING CONNECTED AND INFORMED



HOW TO MAKE CONTACT

Catmose Primary, Sandringham Close, Oakham, Rutland LE15 6SH
Tel: 01572 772583

General enquiries: office@catmoseprimary.com
Finance (Trips/Free School Meals/ParentPay): finance@catmosecollege.com
IT support: ITSUPPORT@catmosecollege.com

USEFUL LINKS

Term Dates: <https://www.catmoseprimary.com/term-dates/>
Policies: <https://www.catmoseprimary.com/policies/>

You can find out more about life at Catmose Primary via our social media accounts;
Facebook: [facebook.com/CatmosePrimary](https://www.facebook.com/CatmosePrimary)
Instagram: [Instagram.com/catmose_primary](https://www.instagram.com/catmose_primary)

PARENTAL LINKS

Apps will be available for download after pupils begin.

