Welcome to St Paul's

Walk On Water



Welcome to St Paul's

Welcome to St Paul's! This booklet is designed to give you information about the things you will need to know when your child comes to school.

The staff at St Paul's are all here to help and support you and your child throughout their years at St Paul's. We would like to develop a working partnership with you to enable your child to reach their full potential. Please visit the regularly updated class pages on the school website. Our website contains a wealth of information about school events.

Please ensure you have completed our Admissions Form either by following the link or scanning the QR code.





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School Day

Reception—Year 6: **8:50am – 3.30pm**

Nursery: **9am—12am** and **1pm-3pm.** Additional lunch and afterschool club until 3:30pm is available.

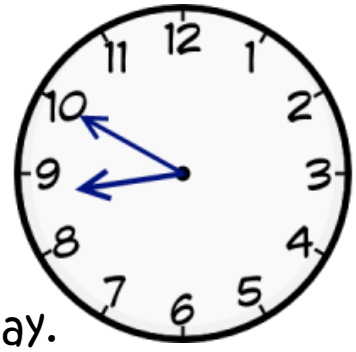
Children can arrive from **8:40am**. The register will be taken at **8:50am**. Children arriving after this time should sign in at the office where they will then be taken into their classrooms by an adult.

At the end of the day we will see the children out to parents at the classroom door and children who have not been collected will be taken to the school office. Parents will then be contacted by telephone.

If your child is unwell, please ring the school first thing in the morning to let us know of the reason for absence.

Holiday Dates

Notification of school term dates is always given in advance. Parents are expected to arrange family annual holidays to coincide with school holiday dates. Holidays in term time are unauthorised and may be subject to a penalty notice from the local authority. A form and letter must be sent to the Headteacher before any term time holiday.



Home School Agreement

Our home school agreement can be found in the front of the link book (which will be given to your child on their first day).

You can also view the Home School Agreement on the 'Statutory Information/Policies' page on our school website or via the link below:

https://stpaulskingslangley.secure-primarysite.net/statutory-information-policies/



UNIFORM

Boys

White polo shirt (with or without school logo)





Royal blue sweatshirt with embroidered school logo



Plain grey trousers



Plain grey or black socks

Girls

Royal blue sweatshirt or cardigan with embroidered school logo



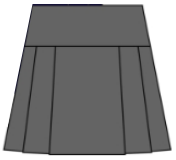


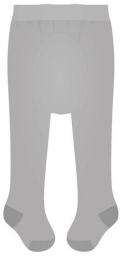


White polo shirt (with or without school logo)



Plain grey school pinafore dress or school skirt or plain grey school trousers





Plain grey or black tights



Plain white or grey socks





Optional:

In the summer term, boys may wear plain grey school shorts and girls may wear plain grey culottes or a summer dress in the St Paul's CE Primary School fabric (as bought from our school uniform suppliers).

School uniform can be purchased from:

Beat School Uniforms: 116 The Parade, High Street, Watford, WD17 1BD Telephone: 020 3362 2930—https://beatschooluniforms.co.uk/product-category/schools/st-pauls-cofe-va-primary-school/

DJ Uniforms: 45 High Street, Bushey, WD23 1BD Email- info@djuniforms.co.uk

Any colour coat, gloves, hat or scarves are permitted.







Jewellery

The only acceptable items of jewellery are a wristwatch and ear studs. No Smart Watches to be worn. One ear stud per ear must be small and round in size and shape and not coloured. Gold or silver are acceptable. Ear studs must be removed for P.E. lessons.



Shoes

Shoes must be plain black, flat, fully enclosed and below the ankle (no boots). They should have sufficient grip and provide adequate support. No trainers except for PE. Examples of acceptable school shoes:

Permitted:



Not permitted as school shoes:



Hair

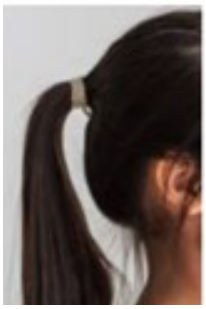
Long hair should be tied back in lessons and during PE. Hair accessories should be small in design and in the school colours. Inappropriate haircuts are not permitted.

Permitted:





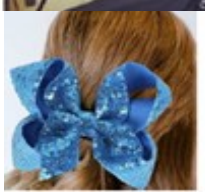




Not permitted:









Our School Uniform Policy can be found on our school website.

https://www.stpauls779.herts.sch.uk/statutory-information-policies/

Meals & Milk

Aspens

Aspens is the company who provide the meal service for our pupils' school lunches. SwiftKitchen is the online ordering system for Aspens Services. You will receive a welcome letter from SwiftKitchen with a unique key that relates to your child and will bring up relevant dietary requirements etc. for you to complete in advance of ordering. You can see more about school lunches on our website here.

Universal Infant Free School Meal (UIFSM) entitlement for children in Reception to Year 2 was introduced by the Government in September 2014. To ensure schools receive their full funding entitlement, Hertfordshire County Council is encouraging all schools to ask parents to register their child's entitlement for a Universal Infant Free School Meal online themselves (www.hertsdirect.gov.uk/freeschoolmeals) or to give permission to their child's school, to do this on their behalf.

To enable us to register online on your behalf, please complete your details using this form or by scanning the QR code.

Parents' Registration Form - Free School Meals

Milk

Each morning, your child is able to have a carton of milk with their playtime snack which will be provided by Dairy Link. You will be able to order this directly via https://www.dairylink-uk.com/

Click on the 'payments' tab and you can then select as many terms or half terms as you wish to pay for.

If your child is under 5, the system will take the order without paying for the milk. You will need to order the milk by Monday 1pm the week before the free milk expires. If your child receives free milk under the FSM scheme then please contact the school, you do not need to register online.

Equipment

It is important that your child has the following items in school to enable them to take part in all aspects of our curriculum:

PE Kit

- St Paul's PE t shirt and either royal blue shorts or St Paul's shorts
- Black, royal blue or navy tracksuit bottoms
- St Paul's School hoody or other plain navy, royal blue or black jumper.



Wellies

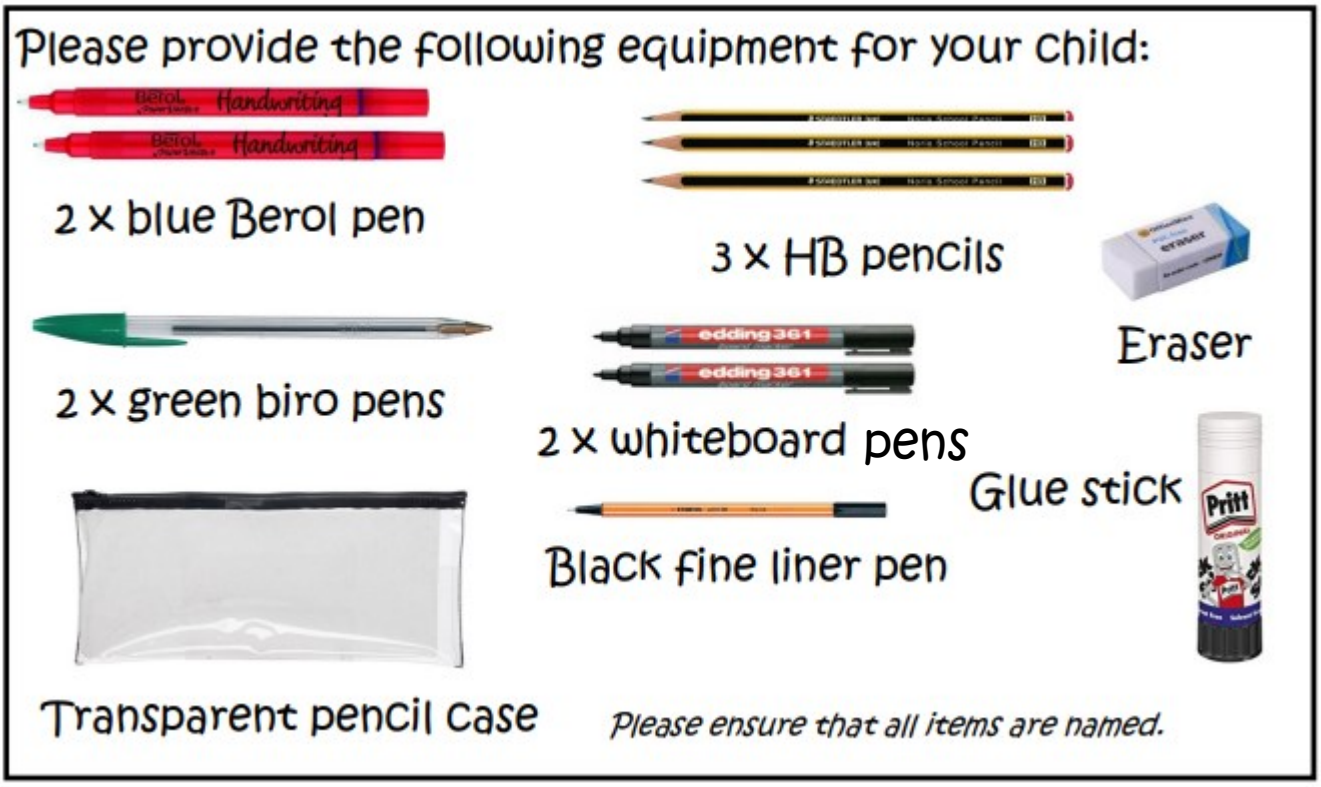


Trainers





If you child is in Key Stage 2, they will need a pencil case containing the following:



In Key Stage 1, all equipment is provided.

PERMISSIONS

We require your permission for a range of things throughout the school year.

Most of these permissions can be granted when you complete your online Admissions Form which is shown on the first page of this booklet.

We require your consent for the following:

- For your child's image to appear on our school website, in the school newsletter, local news articles and social media.
- For your child to be photographed and videoed in our productions e.g. Nativity Productions
- To attend local visits to places such as Langleybury Farm, St Paul's Church and other local area walks

If you are joining our Nursery or Reception classes, a further form will need to be completed to give consent for the use of Tapestry—our online learning journeys.

https://forms.office.com/e/6st43WHMan

Tapestry - An Online Learning Journal - Permission Form



Our Golden Rules

Be respectful and polite

Be kind and thoughtful to others

Try your best

Be prepared and organised

Care for our school environment

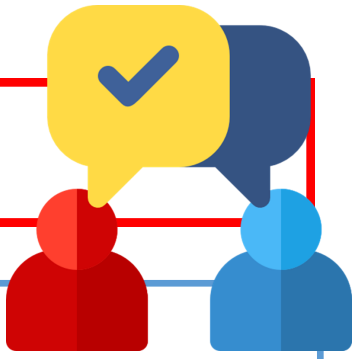
Go above and beyond

Our whole school rewards system gives stickers, rewards and privileges as a reward for keeping the golden rules. These stickers are added to a reward card which, when full, will lead to various privileges.

Our behaviour policy can be found on the 'Statutory Information/Policies' page of our school website or via the link below:

See our Behaviour Policy here.

Communication

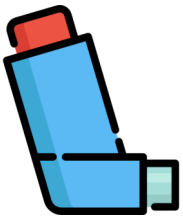


How we will communicate with you:

- If a class teacher needs to speak to you about your child, they may approach you on the playground at drop off or pick up to arrange a Parent Surgery meeting. They will also contact you via you child's link book so this should be checked regularly.
- Our school admin team may contact you via phone call, message or email. It is important that all phone numbers are kept up to date on our school system as we may also need to contact you in an emergency.
- Letters will be sent to you via Arbor along with our weekly school newsletter on a Friday.
- Once a year we will also send you a survey to complete. Please do fill this in so that we can hear your views.

How you will communicate with us:

- All matters regarding your child should be communicated with the **class teacher** first. This can be through a note in the link book or by arranging a Parent Surgery meeting which each class teacher holds one day after school. It is best to let your teacher know what the meeting is briefly regarding so that they can come prepared with any information you may need.
- Let us know when your child has read their reading book in their link book.
- Complete any permission slips for trips etc. via the links sent to you in a letter.
- Booking an appointment with any member of staff (including the SENCO or a phase leader) can be done through the school office either by phone or email.
- If you need to meet with a governor, you can find our governor's contact details on our website or on the governors page of this booklet.
- We ask that all communication is respectful and in line with our policies.



Medicines



If your child suffers from asthma, allergies or any other condition please let the class teacher and the school office know.

Medicines are not allowed in school.

The exceptions to this rule are blue inhalers, epi/Jext pens and medicines which have to be given over a prolonged period.

Apart from these instances, if children need medicine during school time, parents are expected to come into school to administer this.

In exceptional circumstances, the Headteacher may agree to alternative arrangements and the designated staff may be able to administer the medicine. If this is agreed a form must be completed at the office.

Please do not hand medicines to class teachers as this needs to be documented centrally by the office.

The Friends of St Paul's School

Registered charity number 311003

The Friends is a charity set up by the parents of St Paul's to raise money to enhance the learning and opportunities that we provide for your children.

What do they do?

- Organise events for the children such as discos, sponsored pancake flipping, football tournaments and buying gifts for family members.
- Organise events for the parents such as quiz nights, discounted pantomime tickets and coffee afternoons.
- Organise events for the local community such as an Advent Market or a May Fayre.

How have The Friends supported the school?

- Reducing the cost of trips with a donation to every class
- Purchasing new reading books
- Buying resources such as Now Press Play
- Paying for visitors such as an author for our theme days
- Purchasing iPads and Chromebooks

What can you do to help?

- Volunteer to help at events
- Help raise money by joining in with events and activities
- Become a class rep or volunteer to help on the Friends Committee

The Governors

What do The Governors at St Paul's School do?

Support and Challenge:

- Provide support to the Headteacher and staff, while holding them accountable for the school's performance.
- Ensure the school's financial and educational performance is effectively monitored and reported.

Strategic Oversight:

- Contribute to setting the school's vision, ethos, and strategic direction.
- Monitor and evaluate school policies and practices.
- Work collaboratively to drive school improvement.

Voluntary Aided (VA) School

- A Voluntary Aided (VA) School is a type of state-funded school. While the government provides funding for operational costs, the school's governing body contributes to building maintenance and capital projects.

You can find out more about The Governors on their page of our school website on by visiting the link below:

https://www.stpauls779.herts.sch.uk/governors/

Governor Support Fund

St Paul's School is a voluntary aided school, which means that, although it can apply to the diocese for grants for capital work, such as new paving, the governors have to put in 10% of the costs.

In order to raise this money the governors started the Governors' Support Fund in 2014, which gained charity status in 2017. The governors ask parents to make voluntary contributions into the fund, generally of £10 a month, but whatever they can afford. The easiest way of making donations is by standing order or internet bank transfer. The details needed are below.

With their help over the years among other projects, the school has been able to put in a new heating system, a new roof, pathways around the school, fencing, and more recently,
carpeting in some classrooms.

Improvements to the pathways and addition of a ramp.
Total Cost - £61k
Governor fund contribution - £6k



Office Reconfiguration
Total cost: £62,970.82

Governor fund contribution: £6,297.08

St Paul's School Langleybury Support Fund Bank Details
Bank: Barclays Bank
Sort Code: 20 17 19
Account No: 23233634
Account Name: St Paul's Church of England School Langleybury Support Fund
Reference: Your child's name (first name and surname)
Frequency of payment: e.g. 1st of each month
Expiry date: Until further notice

If you are a tax payer and are able and willing to Gift Aid your donation we can further increase our income by 25%. Please complete this form and return to the school office: Gift Aid Form

Clubs

At St Paul's, we offer a wide range of extra curricular clubs, run by members of staff, from homework and netball to drama and choir. We even have a homework club! Our clubs are very popular so each term we will send you a letter with information on how to sign up.

We also offer a range of clubs that are run by external providers, including multi-sports and dance.

You can see the range of clubs on offer each half term here:

https://www.stpauls779.herts.sch.uk/clubs/

All Aboard Kids Club

All Aboard Kids Club is an Ofsted registered wraparound care provider based in the Learning Hub on the grounds of St. Paul's C of E Primary School. They run a breakfast club from 7.30am until the start of school, Monday to Friday, and an afterschool club from the end of school until 6.00pm, Monday to Thursday, during term. You can find out more about information and register your interest on our school website:

https://www.stpauls779.herts.sch.uk/all-aboard-kids-club-wrap-around-care/

Platinum Award 2025-2027

OPAL stands for Outdoor Play and Learning. This is a programme that utilises both natural and man-made resources to encourage creative and inspired playtime for children. In February 2025 we were awarded the OPAL Platinum Award in recognition for our work on play and the play opportunities that we provide for our children.



At St Paul's, play is an all-weather activity (so please ensure your child has a pair of wellies in school), incorporating various types of play like object play, communication play and imaginative play. We have found that OPAL improves well-being, supports self-regulation, and increases physical activity for our children.

How You Can Help

Parent Volunteers

Are you able to help us by coming in to read with some children? Or helping on a school trip? We love to have parent helpers so let your class teacher know when you are available.

The Friends of St Paul's School
Registered charity number 311003

The Friends are always looking for people to help. This could be by volunteering as a class rep, attending events or supporting as a helper or donating money or items to the events being organised.

Opal

You might have the skills to build us a stage or even have an old pushchair in your garage that you could donate. We are always looking for help to improve our outdoor play and learning experiences.

The Governors' Fund

By making a voluntary donation each month, we are able to complete big projects such as purchasing interactive whiteboards or replacing the roof!

Checklist:

Please ensure that you have scanned and completed the following forms:

- ☐ Admissions form
- ☐ Parent Registration for Free School Meals
- ☐ Milk
- ☐ Tapestry Online Learning Journal for Reception and Nursery



At St Paul's, we ask that your child always tries their best and shows kindness to others.

We look forward to working together on your child's journey through school and sharing some wonderful learning experiences. Please remember to check our school website pages for regular updates.

INSPIRE - BELONG - ACHIEVE - FLOURISH - BELIEVE