



St Francis of Assisi  
CATHOLIC ACADEMY TRUST

Tel: 01992 583148

Headteacher: Mr M Maloney

# St. Joseph's Catholic Primary School



North Road  
Hertford  
SG14 2BU

E-mail:  
admin@stjosephs255.herts.sch.uk

June 2026

Dear Parents and Carers,

Welcome to St Joseph's Nursery. We hope that you and your child will find the time spent with us happy and rewarding. Your child will be starting their school life in the Foundation stage. This consists of Nursery and Reception. Please note that there is a separate admissions process for the Reception Class.

## **Staff**

Mrs Leonard

Teacher

Ms de Coning

Teaching Assistant



## **All about us**

My name is Mrs Leonard, and I will be your Nursery Teacher this year. I have two grown-up daughters, and two dogs called Poppy and Roona, we enjoy going on lots of walks and adventures together. I really enjoy working in the Early Years and helping children to explore, discover, and make connections. I also love learning about our natural environment and look forward to exploring Forest School together.

Ms de Coning will also be working in your class, she has two daughters in secondary school and one son still in St Joseph's as well as two cats, you will usually find her on the sidelines at either a football or netball match! She loves working in Early Years and getting to know all the little personalities and what things they enjoy, also helping them to explore and learn too. You will be able to tell both of us all the things you enjoy as we get to know you in Nursery.

## **Stay and Play taster session**

We would like to invite you and your child to a stay and play taster session, which will take place in July. This will be in small groups to allow your child to explore their new learning environment and for you to get to know the team.

**Group 1 – Wednesday 24<sup>th</sup> June 3.30pm-4pm**

**Group 2 – Wednesday 1<sup>st</sup> July 3.30pm-4pm**

## **Information Session**

As well as the Stay and Play we will also be holding another open morning on Thursday 9<sup>th</sup> July from 9.45am - 11am, this however will be for parents only. During this time there will be talks from our Head, EYFS team, time to meet the office staff, uniform supplier and time for Q&A's.



“Together we grow in God’s love, learning to be the best we can be.”



GOOD TRAVEL PLAN 2025



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## Home Visits

We would like to offer the opportunity of a home visit during the first week in September for us to meet your child in a familiar environment and discuss any matters before the start of term. We will email you a date and time for the visit over the next few weeks.

## Staggered start

There will be a staggered start to allow your child to settle and explore the nursery classroom in smaller groups. Please see the email for your child's group.

### **Monday 7<sup>th</sup> September:**

Group 1: 9.00 – 10.15

Group 2: 10.45 – 12.00

### **Tuesday 8<sup>th</sup> September:**

Group 1: 9.00 – 10.15

Group 2: 10.45 – 12.00

### **Wednesday 9<sup>th</sup> September:**

All children in 8:45 – 12:00

## Session times

8.45am – 12 o'clock

Lunch Club and afternoon sessions are available in St Joseph's Playgroup (The Ark). Please contact Playgroup directly.

## Routines

Please bring your child to the nursery gate (small gate near the Twitchel entrance.) You can access this via the Key Stage 1 playground or the Twitchel gate. At the end of the morning session please collect your child via the Twitchel gate.

## Nursery Class Uniform

Plain white polo shirt

Navy tracksuit trousers or leggings

St Joseph's embroidered sweatshirt.

Please see our school website for information on our school uniform and details of how to order directly from Kids Connection, our uniform company.

<https://www.stjosephs255.herts.sch.uk/uniform>



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## Things your child will need:

- A water bottle with their name on
- A labelled bag to stay in Nursery containing a complete change of school uniform, spare pair of shoes (plimsoles/hard sole slippers) and several sets of spare underwear and socks.
- A pair of labelled waterproof trousers or a waterproof suit and a pair of wellies to be kept in school as the children are out in all weathers and attend Forest School.
- Please only bring **one** bag per child as we have very little storage space.
- If your child has medication, please take this to the office to sign the relevant paperwork before it is kept in class.

## Snack Time

The children have a drink of milk and a piece of fruit from our snack bar. It is very important that you let us know of any allergies or intolerances your child may have. They also have access to their water bottle throughout the morning.

## How you can help over the summer

- Please encourage your child to dress and undress themselves independently.
- Please teach them how to zip their coat up.
- Encourage them to put their shoes and socks on independently. Shoes with velcro fastenings will help your child to be independent.
- Help your child to use the toilet independently.
- It is very important that you label all of your child's belongings. Items do get misplaced at school but will be returned if they are named.

## Outdoor Play

In the Foundation Stage there is a strong emphasis on children learning through play. We use the outside area at all times. Please make sure that your child has suitable clothing, i.e., coats, hats, gloves and wellington boots in winter, sun hats and suntan lotion in summer (suntan lotion must be applied at home).

I look forward to teaching your child from September and to working with you so that they have a very successful year in Nursery.

Yours sincerely

Mrs Leonard  
Nursery Teacher



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